

Everett School Employee Benefit Trust
Agenda
Monday, April 30, 2012
Administrative Center
Boardroom
4:00 p.m.

1. **Call to Order**
2. **Adoption of Agenda**
3. **Approval of Minutes from the February 27, 2012 Meeting**
4. **Financials**
 - Monthly financials
5. **Wellness Program Report – Gail Buquicchio**
6. **Consultant Report – Jayson Davidson**
 - Investment Manager presentation
7. **Consultant Report – Sean White**
 - Sun Life stop-loss update
 - Begin preliminary discussion on plan renewals
8. **K-12 Health Benefits ESSB 5940 – Melanie Curtice & Sean White**
9. **Quarterly EAP Report – Randi Seaberg**
10. **Review Operational Manual**
 - Revisions to Trust Agreement
11. **HIPAA Policy Changes – Molly Ringo**
 - Provided to Trustees electronically on March 8, 2012
12. **Review of Annual Calendar & Meeting Calendar**

Annual May meeting topics:

 - ✓ Review Auditor Engagement for annual audit (Darla)
 - ✓ Review Consultant Engagement/Budget for upcoming fiscal year (Sean)
 - ✓ Review performance of investment advisor (Executive Session)
 - ✓ Review annual Wellness Program plan and budget (Gail)
 - ✓ Establish annual regular meeting calendar for the upcoming fiscal year (Trustees)
13. **Other**
 - Electronic vs. paper copy options for future Trust meetings
14. **Adjournment**

Next Meeting
May 14, 2012
4:00 p.m.