**Everett School Employee Benefit Trust**

# Agenda

**Wednesday, May 18, 2016**

**Community Resource Center**

**Port Gardner Room B**

**4:00 p.m.**

**1. Call to Order**

**2. Adoption of Agenda**

**3. Approval of Minutes from the April 20, 2016 Meeting and the May 2, 2016 Special Meeting**

**4. United Health Care Representatives**

* Question/answer session
* Cost/utilization data on the Trust’s plans

**5.** **Financials – Darla Vanduren**

**6. Annual Audit – Darla Vanduren**

* Review auditor engagement for annual audit

**7. Consultant Report – Sean White/Aanya Lee**

1. Statement of work/budget for 2016-17 fiscal year
2. Update on carrier marketing process

**8. Wellness Program Update – Rickie Lee Marker-Hoffman**

1. Monthly report
2. Update on Strategic Plan KPIs
3. Review annual Wellness Program plan and budget
4. End of year survey
5. Mindfulness workshop evaluation and summary

**9. Other**

**10. Upcoming June Agenda Items**

* Approval of Auditor Engagement for annual audit (Darla)
* Approval of Consultant Engagement/Budget for upcoming fiscal year (Sean)
* Approval of annual Wellness Program plan and budget (Rickie Lee)
* End of year Wellness Program report (Rickie Lee)
* Rotation of Trust Officers (Trustees)
* Review Compensation for Trust financial and support services (Executive Session)

**11. Adjourn to Executive Session**

* Review performance of investment consultant

**12. Reconvene and Adjourn Regular Meeting**