

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**
 - a. Statement of work/budget for 2016-17 fiscal year
 - b. Update on carrier marketing process
- 8. Wellness Program Update – Rickie Lee Marker-Hoffman**
 - a. Monthly report
 - b. Update on Strategic Plan KPIs
 - c. Review annual Wellness Program plan and budget
 - d. End of year survey
 - e. 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**

Next Meeting
June 15, 2016 – 4:00 p.m.
CRC – Port Gardner Room B