

**Everett School Employee Benefit Trust**  
**Agenda**  
**Wednesday, September 14, 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 August 24, 2016 Meeting**
- 4. Trust Audit Update – Darla Vanduren**
- 5. Wellness Program Update – Shelly Henderson**
  - Monthly report
- 6. Consultant Report – Sean White**
  - Finalize plans and rates for the upcoming fiscal year
- 7. Benefits Department – Randi Seaberg**
  - Open enrollment update
- 8. Upcoming Agenda Items**
  - Special meeting September 28, 2016
    - ✓ Legal counsel representation
  - October 19, 2016 meeting
    - ✓ Plan documents are finalized between the Consultant and Human Resources (Sean/Randi)
    - ✓ Open enrollment begins (Randi)
- 9. Other**
- 10. Adjournment**

Special Meeting  
September 28, 2016 – 4:00-6:00 p.m.  
CRC – Monte Cristo Room