

**Everett School Employees Benefit Trust**  
**Agenda**  
**Monday, January 11, 2010**  
**Administrative Center**  
**Boardroom**  
**4:00 pm**

1. Call to Order
2. Adoption of Agenda
3. Approval of Minutes
4. Financial Report
5. Second Quarter Investment Update
6. HIPAA Policy Updates—Melanie Curtice
  - Proposed Revision to Trust Policy 430
  - Addition to HIPAA Manual
    - Security Policy
  - Identification of Privacy Official
  - Identification of Security Official
7. Open Enrollment Update
8. Quarterly EAP Report
9. Wellness
10. Other
11. Adjournment

Next Meeting  
February 8, 2010  
4:00 p.m.