**Everett School Employee Benefit Trust**

# Agenda

**Wednesday, December 10, 2014**

**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 November 19, 2014 Meeting**
4. **Financials – Darla Vanduren**
* Monthly financials
1. **Approval of revised Mercer Statement of Work**
2. **Human Resources – Randi Seaberg**
* Decision on request for financial assistance for cost of open enrollment materials
1. **Wellness Program Mission/Vision Homework Assignment – Trustees**

Please Note: Gail will not be in attendance at this meeting.

* Agree and/or approve revised Wellness Program mission statement (or keep existing mission statement with NO changes)
* Craft a vision statement out of the mission statement
1. **Upcoming Agenda Items for the January Meeting**
* Human Resources provides an update on Open Enrollment processes and participation (Randi)
* Quarterly EAP report (Randi)
* Set Wellness Program goals based on the mission and vision statements (Gail)
1. **Other**
2. **Adjournment**