

**Everett School Employees Benefit Trust**

**Monday, June 18, 2012**

**Minutes**

**Attendance**

Mike Gunn  
David Jones  
Susan Lindsey  
John Morrill  
Molly Ringo  
Betsy Selders

**Absent**

randi

**Also Attending**

Gail Buquicchio  
Darla Vanduren  
Sean White  
Kim mead

**Recorder**

Kellee Newcomb

**Call to Order**

The meeting was called to order by David Jones at 4:02 p.m.

**Adoption of Agenda**

A motion was made by Susan Lindsey and seconded by john to approve the agenda as written. The motion passed unanimously.

**Recognition of Retiring Trustees**

Kim was welcomed. Know of trustees moving off the trust. Kim provided names of new members. Betsys last meeting. Johns done in September. Trust would like to recognize years of service. Building trust across the district. Presented letter from superintendent. David read. David presented the letters on behalf of supt. Molly said as a trust we have recognition for each of group. Appreciation working with such fine individuals rather unique ezperience setting aside looking at big pic of whasts best. Continue to be a model for others on how to maintain and what is involved and complexidties of health care. All have a greater appreciation for them. They will be truly missed. Thanked them. John said thank you. Really has been an experience. For first year 1983 was involved in fighting creation and finally come around most collaboratieve effort he has seen. Enjoyed working and valuable. Randi sent brief message that david read. Betsy said she feels has leanred so much over the years. All people have wisdom to contribute and she has leanred a lot and appreciated being on the trust. Paul Pritchard was president at the time.

David said to kim selection was based on trust. Kim will talked about having opportunity at wea gave a perspective and john educated her. How much she appreciates the time and effort for ammebers of disffere. Really proud statewide. Thank on behalf of members. She will be back later for johns last meeting. They opened their gifts.

David asked about the new members. Jared is looking forward. Jennifer green math teachers. She was looking for a little of everything. Group took a juice break.

### **Approval of Minutes**

A motion was made by molly and seconded by susan to approve the minutes from the May 14, 2012 meeting as written. The motion passed unanimously.

### **Financials**

#### Monthly Financials

Darla provided april financials. Sent out after last meeting. May not ready yet. Any questions? Not too much activity. Month of june received esi rebates checks 35000 will offset some costs. No questions

#### Review and Approval of Auditor Engagement for Annual Audit

Follow up toyer and how auditor talked about a few documentation issues. Gina and darla met with bruce dietrich and they found that only piece lacking was some documentation. What happens when reviewing self have all too self and auditors never shared in detail what was needed. Felt needed more documentation in his working papers should be able to see everything and results. What she has done to follow up with bids contacted Tacoma sound parternships and they did huge rfp. Would have to advertise and do a type of fair bidding process. Cost would be cost of add. This is not good timing for us this year. Believes could look at toyer based on review by gina and darla. He gave an engagement letter and about same as in past. Believes they should look at his working papers and make sure they are finalized. We bleive can rely on toyer and next year do rfp with multiple months to do the bid process. Recommending look at tyoer engagement for june 30 of this year. Molly said when we have done rfps can do other things then newspaper. Went through a couple of those. Rfp does not have to be advertised in paper could use sean or Melanie. If did ti would be first part of the year darla said to allow for renewals. She has all of the scoring and whole package from Tacoma. Without self insured plans anymore it will be less complicated for us. Darla asked for approval of leter john moved and besy sconded. Accept approval letter from toyer.

One follow up with letter from Irs. Received letter that we did not file form 990. we have not done in a while. She is looking into it. Molly said work with Melanie.

### **Wellness Program Report – Gail Buquicchio**

#### Monthly report

Gail provided wellness report. She wanted picture. Chekd has been dposited. She really appreciated them reviewing the application and that they recognized what has

been accomplished over last 4 years. Nice to get that validation from someone at the state level. She has been asked to speak..see her report.

Positive way to end the year. Molly said it was clear that Dannie had read the application and reviewed the materials. She had great admiration for work Gail has accomplished in the district and they enjoyed their visit to district. Mike said they had done their homework and it was a great presentation and work of Gail and trust. Presented 1000 check need to decide how to use it. Darla deposited the money and wondered if trust wanted to track she could put in its own fund. David asked her to put in its own account and be created with it and Gail is thinking about it. Molly said continue to invest in Gail's professional development. What is learned from others reaps dividends. David said thought Dannie and Greg that we are a model for others in the state and nation. Great moment. They were very excited to be here. She got great emails from them and they enjoyed being here to hear retirements. The department of health newsletter is going to interview her. They can decide where to hang the banner.

She has been assigned to King 5 to serve as mentor to become a more fit friendly company with. Goal to build more of these types of partnerships. Met with Snohomish county and thinks it's great that we are a model for others. Molly said in Strat Polan and how to fold her work with the district's strategic plan and making that connection. Worth exploration. She talked about meeting with Verdant Health and they did community health with other communities. Joe's Piscatawa. Biometric screenings. Great results lots of significant changes. Talked with future collaboration to bring him up here to promote health and wellness in Everett community in large. Influencing not just school but community at large. Something to think about.

Gail said in the survey has naysayers.

#### Approval of Annual Wellness Program Plan and Budget

Only significant changes is her salary since she is 4 days a week. When started learning future of trust is uncertain she wanted to expand horizon so she is seeing patients one day a week now. Also necessary for her to keep license. Also has a lot of things in place she does not have to be here as much and to conserve resources where she can. Molly said this is all new news from the trustees. Asked the trustees if the 4 days was enough to maintain vitality of program. Thinking about program and direction. Asked Gail when she started early in the year. She has put forth stress management workshops and got summit planned for this summer. Sounds like working smarter. That is how she feels. She suggested in executive they may talk about. She went through her due process with Lynn but with trust is different. If there is a sense that she is not doing job and if things are not going well just revisit. If they feel there is room in the budget add asst. no paid intern. Volunteer only. Went to WWU

to meet with phys ed dept to promote health promotion intern. Brainstormed how to bring some of their stus this way. Mike said thinks sh has done amazing work and I would not want to slow down. Accolades this year have been awesome and if only 4 days a week. Thaknked er and congrats to her.

### **Consultant Report – Sean White**

#### **Approval of consultant engagement/budget for upcoming fiscal year**

Presented last month and talked about it. Molly asked about budget for general administration. Projection is based on. Seemed appropriate without self insured. They have nothing to do with wea vendors so significant reduction in that category. He reviewed the reductions with the group and explained why. He explained how they arrived at the projections. Changes and scope of work. Motion to adopt mike and john seconded.

#### **Continue renewal discussion/review budget deficit reduction scenarios**

Wea renewal highlights he reviewed with the group. As a trust or district they can offer the wea will not automatically make an has. In complicate with 3 to 1 except for group health. Less of an issue for trust. Randi is meeting with premera on how to work with employees of plan that is being terminated on 10/1 and we don't renew 1/1. sean explained the difference between fsa and hsa. The group talked about the complexities of these options. Still waiting or some clarifying guidance for these plans. More to come. It will be a trust or district decision on how to handle has.

Talked about the packet of info with scenarios. Two factors play into favor. Enrollment moved into lower cost plan. Other change is wea renewals came in lower than expected. Sean reviewed with the group. Talked about group health and hopes for charges. Updating fee schedules this year. Seeing some higher renewal from group health as a result.

The group reviewed the contribution exhibit. David said sean appreciated scenarios with 3 month buffer. Expect group healths info by end of month and before august meeting. The group discussed and asked questions. Lack of funding from state is the problem. Trust and wea are doing good job of managing available funding. Nice job sean laying out for the trust. Thanked him for it. If there are other scenarios let sean know before august meeting. Comfortable with 3 but susan would like to see with 2.5 months. Others that bring down those contributions. Bring back scenarios 2 and 3 at 3 months and 2.5 months.

### **Review of Annual Calendar & Meeting Calendar**

Establish annual regular meeting calendar for 2012-13

Mike had one date October 17<sup>th</sup>. David would not have conflicts. John will show to Jared. Susan was not sure. David asked for motion. Can be adjusted. Betsy moved and Mike seconded. John will run by Jared.

Annual **August** meeting topics:

- ✓ Consultant presents proposed plan renewals/rates for upcoming fiscal year (Sean)
- ✓ Annual Investment Report (Jayson)
- ✓ Trust audit by independent auditor (Darla)

David reviewed these topics and all ok.

Rotation of Trust Officers

David talked about rotation. Susan will take the chair position again with the changing of WEA someone representing the district will let know.

Note for minutes 530 Molly left to take part in sequoia graduation.

Other

Executive Session – Review compensation for Trust financial and support services

The regular meeting was adjourned to executive session by David Jones at 5:49p.m. for review of compensation for Trust financial and support services. The anticipated duration of executive session was 3 minutes.

6:01 returned.

Move that trust increase compensation to Darla and Kellee titles to the extent adjust compensation that the prof tech schedule is adjusted by the district as contract is finalized,

Trust would approved adjustment of salaries of support staff to match adjustments that are made to the district to the prof tech salary when the district contract is finalized. Mike moved and Betsy seconded.

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Minutes – continued

Other

Motion from betsy to adjourn and susan seconded 604.

**Adjournment**

The regular meeting was reconvened and immediately adjourned at ??? p.m. based on a motion made by ??? and seconded by ???.

Sincerely,

John Morrill  
Chair

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