

ADMINISTRATION

Adopting Procedures

The Trustees shall take reasonable actions to adopt procedures for administering the Trust and for executing Trust policies. Proposed procedures shall be circulated in draft form to the Trustees to ensure time for review and shall be approved at a subsequent Trustee meeting.

If the Trust self-insures any Trust benefits, prior to implementing the following changes, the Trustees will request in writing and receive approval from the state risk manager:

- Elimination or reduction of stop-loss insurance;
- Acceptance of any loans or lines of credit;
- Provision of services to nonmembers; or
- Addition of members of other entity types than those included in the original application approved by the state risk manager.

Cross References:	Trust Policy 100	General Administration
	Trust Policy 110	Trustees
	Trust Policy 130	Administrative Authority

Adopted: August 29, 2005
Revised: January 24, 2011