

Everett School Employees Benefit Trust
Wednesday, December 10, 2014
Minutes

Attendance

Gregg Elder
Jared Kink
Susan Lindsey
Jeff Moore
Molly Ringo
Kelly Shepherd

Absent

Gail Buquicchio

Also Attending

Adam Goldstein
Debbie Kovacs
Randi Seaberg
Darla Vanduren

Recorder

Kellee Newcomb

Call to Order

The meeting was called to order by Gregg Elder at 4:06 p.m.

Jared introduced Adam Goldstein to the group. Adam is a director with the Pilchuck UniServ and will replace Jared as a Trustee.

Adoption of Agenda

A motion was made by Jeff Moore and seconded by Jared Kink to approve the agenda as written. The motion passed unanimously.

Approval of Minutes

Darla asked for a correction to the November 19, 2014 minutes regarding how often the Becker Investment Summary report is received. It was noted in the draft minutes that the report is received yearly, but it is actually received quarterly. A motion was made by Jared Kink and seconded by Kelly Shepherd to approve the minutes from the November 19, 2014 meeting with the revision noted above. The motion passed unanimously.

The group congratulated Kelly for being awarded the regional principal of the year. The group also thanked Jared for his service as this will be his last meeting with the Trust.

Financials – Darla Vanduren

Darla provided the November financials and reviewed the highlights with the group.

Approval of the Revised Mercer SOW

Darla reviewed the information that Sean had shared with the group at the November meeting regarding some unexpected costs as a result of the carve out from the WEA's medical plans. The group discussed the information provided. A motion was made by Molly Ringo and seconded by Jared Kink to approve the revised Mercer Statement of Work for 2014-15. The motion passed unanimously.

Human Resources Update

Randi reminded the group of the request from Human Resources for contributions from the Trust toward the cost of the open enrollment information packets. She explained that in addition to email communications, human resources provided a paper document with information on all of the plan changes and options for staff. Darla shared the actual payment that the Trust paid for in 2011 when the Trust went from self-insured to the WEA. The group discussed the request. A motion was made by Molly Ringo and seconded by Kelly Shepherd to once again split the cost of the open enrollment information packets. The motion passed unanimously.

Wellness Program Mission/Vision Work

Jared reported that Tony Byrd had some extra copies of the *Eat, Move, Sleep* book if anyone would like a copy. The group discussed the possibility of providing the book to new employees in the future to show that the district values their health and wellness.

In Gail's absence, she gave the Trustees homework and asked that they work on wording of the Trust's mission and vision. The group discussed the wording and agreed on the following mission statement: The Everett School Employee Benefit Trust Wellness Program will create a culture of wellness by engaging staff in opportunities to enhance their overall health and quality of life. A motion was made by Kelly Shepherd and seconded by Susan Lindsey to approve the mission statement. The motion carried unanimously. The group agreed that they need Gail's input to create a vision statement. They will do their homework and have it ready to discuss the vision statement at the January meeting.

Wellness Program Staffing

Randi and Molly need to discuss the process for determining Gail's replacement.

Upcoming Agenda Items for the December Meeting

- ✓ Finish vision statement work

Other

Randi announced that Stephanie North has been hired to replace Arlene, who left the district last month. The group discussed providing employees with the information regarding Arlene's replacement. Randi will create an announcement to provide to staff.

Adjournment

The meeting was adjourned by Gregg Elder at 4:59 p.m.

Sincerely,

Kelly Shepherd
Secretary

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