

**Everett School Employee Benefit Trust**  
**Agenda**  
**Wednesday, October 19, 2016**  
**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 September 14, 2016 meeting and the September 28, 2016 special meeting**
- 4. Financials – Darla Vanduren**
- 5. Approval of the Annual Audit Report – Darla Vanduren**
- 6. Wellness Program Update – Shelly Henderson**
  - Monthly report
- 7. Consultant Report – Sean White**
  - Final budget and rates
  - Review analysis of projected liability under the excise tax provision of the ACA
- 8. Legal Counsel Follow-Up**
  - Decision regarding legal counsel representation for the Trust
- 9. Policy Review**
  - Policy 220, Investment Guidelines, Proposed Revisions (first reading)
- 10. Benefits Department – Randi Seaberg**
  - Open enrollment update
- 11. Upcoming November Agenda Items**
  - ✓ Open enrollment closes (Randi)
  - ✓ Investment Summary Review (Jayson)
  - ✓ Annual investment policy review and recommendations from investment consultant (Jayson)
  - ✓ Review performance of investment manager(s) (Jayson)
- 12. Other**
- 13. Adjournment**

Next Meeting  
November 16, 2016 – 4:00-6:00 p.m.  
CRC – Port Gardner Room B