

**ASSOCIATION OF WASHINGTON CITIES
EMPLOYEE BENEFIT TRUST
HEALTH CARE PROGRAM**

Meeting Minutes
Cedarbrook Lodge, SeaTac and Online
Wednesday, December 7, 2022
10:45 am

Present:

Chair & Southeast Region Trustee, Glenn Johnson, Mayor, Pullman
Vice Chair & Northeast Region Trustee, Paul Schmidt, Councilmember, Cheney
Northwest Region Trustee, Julie Struck, Mayor, South Bend
Southwest Region Trustee, Jennifer Jensen, Councilmember, Ruston
AWC Trustee, Josh Penner, Mayor, Orting, *joined at 11:07 am*
AWC Trustee, Wendy Weiker, Councilmember, Mercer Island
EBAC Chair, Emily Schuh, Administrative Services Director, Anacortes
EBAC Vice-Chair, Jennifer Gorsuch, Administrative Services Director, Camas

Staff Present:

Deanna Dawson, CEO
Alicia Seegers Martinelli, Deputy CEO/COO
Gene Emmans, CFO
Carol Wilmes, Director, Member Pooling Programs
Beverly Lakey, Program Director
Darla Mansfield, Employee Benefits Supervisor
Laurell Kaiser, Health Promotion Supervisor
Terri Luther, Marketing Field Service Manager
Bobbi Fox, Employee Benefits Analyst
Betsy Hildreth, Executive Assistant/Recording Secretary
Meg Gooding, Membership Specialist

Others:

Mike Berry, Nicole Persson, Aon
Kiran Griffith, Perkins Coie
Jake Kalina, Kyle Plitt, RVK

1. Call to Order, Welcome, and Roll Call

Ms. Lakey reviewed the meeting protocols, in compliance with the Open Public Meetings Act (OPMA) under RCW 42.30; she explained to attendees how to use the functions of the Zoom technology to participate in the web meeting, explained the remote governance procedures, and confirmed that all motions and seconds would be made by name and if necessary, followed by a roll call vote.

Ms. Lakey then asked for verbal confirmation from the participants that they could all hear and be heard and that they all received the agenda materials. Upon confirmation, the meeting was turned over to Chair Glenn Johnson to call the meeting to order.

1.1 Welcome and roll call

Chair Glenn Johnson called the meeting to order at 10:45 am. A quorum was established. Introductions followed.

Chair Johnson called for a recess at 10:46 am. The meeting reconvened at 10:56 am.

2. *CEO Report*

2.1 Meeting Overview

Ms. Dawson provided an overview of the meeting.

3. *Governance*

3.1 Open Public Meeting Act: Call for Public Comment

In accordance with the Open Public Meetings Act RCW 42.30, the AWC Trust Health Care Program Board of Trustees invited public comment.

There was no public comment.

3.2 Board Meeting Procedures: Proposed Draft Resolution

AWC Trust legal counsel Kiran Griffith of Perkins Coie, and Ms. Lakey, presented Resolution 2022-02 Establishing Board Meeting Procedures to the Board for consideration and adoption.

Motion:

Motion by Paul Schmidt to adopt Resolution 2022-02 Establishing Board Meeting Procedures, second by Glenn Johnson; motion carried.

4. *Administration/Operations*

4.1 September 29, 2022 Health Care Program Board meeting minutes

The Board reviewed the minutes of the September 29, 2022 Health Care Program Board of Trustees meeting.

Motion:

Motion by Emily Schuh to approve the minutes of the September 29, 2022 Health Care Program Board of Trustees meeting, second by Julie Struck; motion carried.

5. *2023 Renewal*

5.1 Stop Loss Coverage

Ms. Lakey updated the Board on large claims activity and the estimated increase to stop loss coverage.

Broker/consultant Nicole Persson of Aon reviewed optional levels of coverage, premiums, and risk analysis of various stop loss levels.

Motion:

Motion by Wendy Weiker to increase the medical stop loss to \$2 million per claimant per year, second by Emily Schuh; motion carried.

6. *Financial Reports*

6.1 Self-Insured Plan Experience Reports

Nicole Persson reviewed the claims experience reports for the self-insured plan through October 2022 and provided a historical comparison from 2018-2022.

6.2 Trust Health Care Program Investment Report and Review of Health Care Program Investment Policy

Jake Kalina of RVK gave an overview of Trust’s investment performance and market update through October 2022.

Kyle Plitt of RVK reviewed Resolution 2013-05, the Board adopted Health Care Program Investment Policy Statement. No changes were recommended at this time.

6.3 Third Quarter 2022 Trust Health Care Program Financial Report

Mr. Emmans presented the 2022 third quarter unaudited financial report.

6.4 Out-of-Contract payments

Ms. Mansfield reviewed the one out-of-contract claim approved since the last Board of Trustees meeting on September 29, 2022.

6.5 Proposed 2023 Trust Health Care Program Budget

Ms. Lakey reviewed the proposed 2023 Trust Health Care Program budget, including year-end 2022 projections and proposed 2023 income and expenses.

Motion:

Motion by Paul Schmidt to approve the proposed 2023 Trust Health Care Program Operating Budget, second by Glenn Johnson; motion carried.

7. *Other Business*

7.1 2023 Health Care Program Board Meeting Schedule & Fiduciary Training

The 2023 Health Care Program Board meeting schedule and fiduciary training opportunities were provided in the agenda packet.

8. *Adjournment*

8.1 Adjourn

Motion by Paul Schmidt to adjourn at 11:58, second by Jennifer Jensen.

The foregoing minutes were approved by the Board of Trustees on 4/27/2023.

DocuSigned by:
Glenn D. Johnson
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Chair

Date

ATTEST:
DocuSigned by:
Betsy Hildreth
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Recording Secretary