

Board Members:
 Darren Brugmann
 Madelyn Carlson
 Geoff Crump
 Lee Harper
 Karl Johanson
 Amber Johnson
 Darlene Riley

BOARD MEETING
 Cedarbrook Lodge, SeaTac, WA
 November 19, 2014, 1:00pm

MINUTES

The Non Profit Insurance Program Board of Directors conducted a regular meeting on November 19, 2014 at 1:00 p.m.

ITEM 1: INTRODUCTION & ROLL CALL

PRESENT WERE:

Board Members

At Large #1 Rep., Lee Harper, Phinney Neighborhood Association
 Chair & At Large #2 Rep., Darren Brugmann, Senior Services of Snohomish Co.
 Vice Chair & Area 3 Rep., Madelyn Carlson, People for People
 Area 1 Rep., Geoff Crump, OlyCAP
 At-Large #3 Rep., Karl Johanson, Disability Action Center – NW, Inc.
 Area 4 Rep., Amber Johnson, Spokane Neighborhood Action Partners
 Fiscal Officer & Area 2 Rep., Darlene Riley, Paratransit Services

Canfield Staff

Lance Hammond
 Eric Homer
 Sarah McDonnell
 Rich Moore
 Brian Turnbull

Guests

None

Absent

None

Chairman Brugmann welcomed all in attendance and noted that a quorum was present.

ITEM 2: PUBLIC COMMENT

None.

ITEM 3: CHANGES TO THE AGENDA

Item 6(B) – Lobbyist Contract move to 7(A) – Lobbyist Contract and Item 6(C) – Potential RCW Change for NPIP move to 7(B) – Potential RCW Change for NPIP.

Following the changes above, add the following:

6(B) – Membership Improvement Plan update
 7(C) – PSA & Broker Contracts
 7(D) – Mission Statement

ITEM 4: COMMITTEE REPORTS

ITEM 4(A) – Fiscal Committee (Darlene, Karl, Geoff): Riley reported that the fiscal committee has reviewed the vouchers prior to the meeting and had no questions. The committee recommended that Voucher #14/15-05 be approved by the board, as part of Item 5: Consent Agenda.

(i) Program Premium. McDonnell summarized the premium size of the program.

(ii) Write-off report. None to report. Riley noted that staff is having a difficult time collecting from one member, but due to size of the outstanding balance, it is the committee's recommendation to allow staff to move forward with collection and update the fiscal committee if payment is not made. There was agreement.

(iii) Tax Update. McDonnell reviewed tax summary sheet provided to board and noted that the carryback refunds due for the year ending 5/31/09 were paid by the IRS. There was discussion and it was clarified that the refund was applied to the financials for the year ending for 5/31/14.

ITEM 4(B) – Legislative Committee (Karl, Darren): The board members were provided with the draft language prior to the meeting, for review. Brugmann reminded the board that new language, in RCW 48.62 has been proposed by the Department of Enterprise Services (DES). There was discussion between board and staff on the proposed language and changes in the (new) chapter. Brugmann discussed the lobbyists' opinions and recommendations. Staff reported the opinion of the tax attorney on the potential effect of the RCW change on the suit to be filed: the attorney may recommend some language be retained from the existing RCW. After discussion, the board agreed that action would be taken under item 7B.

ITEM 4(C) – Executive Committee (Darren, Darlene, Madelyn): Riley reported that the executive committee of the board has met and has proposed the PSA and Broker Contracts provided. In addition, objectives have been set for the upcoming policy year. There was discussion and modification of on the objectives. It was noted that the contracts are item 7C.

ITEM 4(D) – Board Recruitment Committee (Madelyn, Darlene): No report from the committee. Currently there are no open board seats, with the latest of At-Large #1 filled by Lee Harper of Phinney Neighborhood Association.

ITEM 5: CONSENT AGENDA

The Consent Agenda consisted of the following:

- A. Voucher #14/15-5, 10/23/14, \$363,030.24
- B. Minutes 10/13/14
- C. Approval of New Members

Motion to approve consent agenda by Riley; the motion was seconded by Johnson and approved unanimously. Motion carried.

ITEM 6: BOARD / STAFF COMMUNICATION

ITEM 6(A) – Items from Workshop.

Mission, Vision, Core Values. Johnson reported that during workshop, the mission, vision, and core values had been revisited, per the board's goals upon the 10-year anniversary of the pool. The committee's proposed updated mission, new vision, and new core values are on the agenda for action as Item 7D.

Project Forms. McDonnell summarized projects and the timeline for the projects that committees are currently working on. It was noted that the timeline is clear. Committees and staff will work to bring recommendations to the full board by the dates noted.

Board Equity. Moore summarized the information discussed with the board in workshop on equity planning: claims trending analysis, risk management plan/response, underwriting rating process, stability, equability, and discussion

on possible long-term goals for the financial health of the program. There was discussion on equity planning in regards to funding levels, SIR adjustments, current equity position, state rules, and possible minimum equity goals.

ITEM 6(B) – Membership Improvement Plan. Hammond reminded the board that prior to the start of the existing policy year, there were several members on a Membership Loss Improvement Plan (MLIP). None require further action at this time. Homer discussed the idea of adding a member report card annually, possibly to each member of the program, to help each member improve loss performance and track services. The risk management department is in the early stages of working on the details and implementation plan with the underwriting department.

ITEM 6(C) – Misc./Other. None.

ITEM 7: ACTION ITEMS

ITEM 7(A) – Lobbyist Contract. Brugmann reminded the board that recently, the monthly fee was reduced from \$2,500 to \$1,500. However, due to the increased work and attention NPIP will need from the lobbyists during the consideration of the RCW change, it is recommended to revert back to the original budgeted amount of \$2,500 per month. There was a discussion on services provided and Brugmann noted that they plan to attend most board meetings to update the board. Carlson motioned to approve payment of \$2,500 per month, as amended, Riley seconded. All in favor, no opposed.

ITEM 7(B) – RCW Change. Brugmann summarized the discussion in item 4B: DES proposed new draft language to allow NPIP to move from the current RCW to a new chapter. Work is still ongoing and further due diligence is needed. Brugmann commented that he is in agreement with DES: NPIP has outgrown the current chapter and the new chapter may allow greater flexibility for the program to reach future goals, such as multistate. There was discussion on the origination of the language – DES says it was modeled after the housing statute, but not in detail. Johanson moved that the Board moves forward, as NPIP, pursuing legislation to remove NPIP from the current chapter and use the executive committee of the board, Canfield staff, and/or lobbyists to amend the language as necessary to accomplish the goal and intent. Crump seconded the motion. Discussion followed: the board requested staff to update them by posting the most current drafts and a summary of changes on the cloud, so all board members can follow progress. All in favor; no opposed. Motion carried.

ITEM 7(C): PSA & Broker Contracts. The executive team worked on draft the contracts as discussed in 4C. Darlene Riley moved to approve the PSA and Broker Contracts as presented. Carlson seconded the motion. No discussion. All in favor; no opposed. Motion Carried. Staff thanked the board for the partnership, open, honest dialogue, and confidence in the future.

ITEM 7(D): Mission, Vision, Core Values. Johnson reminded everyone that this work was done over the past year in committee. Johnson moved to approve the mission, vision, and core values, as presented. Johanson seconded the motion. Discussion followed: the board requests this is published ASAP to the membership. All in favor; no opposed. Motion carried.

ITEM 8: EXECUTIVE SESSION

None.

ITEM 9: UPCOMING CONFERENCES / MEETINGS:

ITEM 9(A): Meetings will now be the second Monday of the months we were already scheduled to meet.

ITEM 9(B): Cancel meeting 12/10/14 due to lack of agenda.

ITEM 9(C): Next meeting is early February, in SeaTac area.

ITEM 9(D): Retreat April 15-17, 2015, Cedarbrook Lodge.

MEETING ADJOURNED

There being no further business, the meeting was adjourned at 1:30pm.

Respectfully submitted,



Sarah McDonnell



Darren Brugmann, Chair