

Board Members:
Jon Andrus
Madelyn Carlson
Cheryl Hamilton
Karl Johanson
Amber Johnson
Darlene Riley

NPIP

SPECIAL BOARD MEETING
Conference Call
December 14, 2015 10:15 am

MINUTES

The Non Profit Insurance Program Board of Directors conducted a special board meeting on December 14, 2015 at 10:16am.

ITEM 1: INTRODUCTION & ROLL CALL

PRESENT WERE:

Board Members

Fiscal Officer & At-Large #3 Rep., **Karl Johanson**, Disability Action Center – NW, Inc. (via phone)
Vice Chair & Area 1 Rep., **Darlene Riley**, Paratransit Services
Area 2 Rep., **Cheryl Hamilton**, Educational Opportunities for Children & Families
Chair & Area 3 Rep., **Madelyn Carlson**, People for People
Area 4 Rep., **Jon Andrus**, Catholic Charities of Spokane
At-Large #1 Rep., **Amber Johnson**, Spokane Neighborhood Action Partners

Clear Risk Solutions Staff

Darlene Brooks
Eric Homer
Sarah McDonnell
Taylor Montgomery
Rich Moore

Guests

None.

Absent

None.

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

ITEM 2: MISSING MEMBERSHIP DOCUMENT

Chair Carlson request that staff present the situation to the board. There was discussion with staff and the board members on an NPIP member with an outstanding membership document and all efforts made to collect it. The member's situation was discussed in detail. Because the member has had ample time to comply with program requirements, and to avoid complications to NPIP as a result of the missing document, the board discussed a time limit to allow them to submit the documentation before cancellation.

Johanson moved to give the member until Wednesday, December 16, 2015, at 5pm, to submit the document or coverage will be cancelled in the program. The motion was seconded by Hamilton and approved by all members. No opposed. Motion carried.

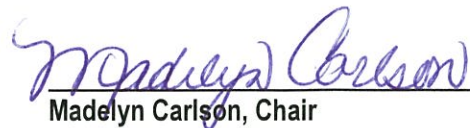
MEETING ADJOURNED

There being no further business, the meeting was adjourned at 10:28 am.

Respectfully submitted,



Sarah McDonnell


Madelyn Carlson, Chair