



## Board of Directors MINUTES

The Non Profit Insurance Program Board of Directors conducted a regular meeting on February 7, 2022, at 1:31 p.m.

### ITEM 1: INTRODUCTION & ROLL CALL

<u>Board Member Name:</u>	<u>Representation Member Entity:</u>	<u>Board Position:</u>	<u>Attendance:</u>
Amber Johnson	Spokane Neighborhood Action Partners	Chair & At Large 1	Present
Becky Semmler	Paratransit Services	Region 1	Present
Jenny Collins	Chehalis Foundation	Region 2	Absent
Jon Andrus	Catholic Charities Eastern WA	Fiscal Officer & Region 4	Present
Julie Vess	Lincoln Hill Retirement Community	Alternate	Present
Karl Johanson	Disability Action Center NW Inc.	Vice Chair & At-Large 3	Present
Madelyn Carlson	People for People	Region 3	Present
Mike Heinisch	Kent Youth and Family Services	At-Large 2	Present

#### Clear Risk Solutions:

Byron Riche  
Grant Sutherland  
Jessika Tempel  
Michael Johnson  
Rachel Hufman  
Rick Templeton  
Sarah McDonnell  
Taylor Montgomery

#### Guests:

Marlis Spawn, Catholic Charities of Spokane

Chair Johnson welcomed all in attendance and noted that a quorum was present.

### ITEM 2: PUBLIC COMMENT

None

### ITEM 3: CHANGES TO THE AGENDA

None

### ITEM 4: COMMITTEE REPORTS

#### STANDING COMMITTEES:

ITEM 4(A) – Fiscal Committee (Andrus-Chair, Johanson, Heinisch):

- i. Fiscal-Quarterly Summary (A/R, write-offs, bank statements, bank transfers, Balance Sheet, Income Statement, Vouchers). Andrus reported that the committee reviewed the fiscal items and mid-year financial statements, and the committee is bringing the income statement, balance sheet, solvency test, and vouchers to the Board for approval in the action items below. There were no write-offs, but the committee did approve one waiver due to a system error. The committee reviewed the A/R, bank statements, bank transfers, balance sheet, and income statement with no concerns. Last, Andrus reported that staff and the committee are in the first part of planning for renewal. The committee plans to review and present a renewal and budget recommendation to the full Board at April meeting.

ITEM 4(B) – Executive Committee (Johnson, Andrus, Johanson):

- i. Self evaluation – Johnson reported that the self evaluation is in process and the full Board will review results at April meeting.



**OTHER COMMITTEES:**

Legislative Committee (Johanson, Carlson, Heinisch):

- i. Lobbyist report (verbal) – McDonnell discussed that the legislative committee is working with the lobbyists and the SB5155 bill is something the committee will continue to work to stop or exclude nonprofits due to impact to stability. There was discussion on the NPA and agreement to work with WN as an educational resource.

Board Governance Committee (Carlson, Johnson, Semmler):

- i. Johnson reported that recruitment for the vacant Board position for an Alternate is in the works.

**ITEM 5: CONSENT AGENDA**

The Consent Agenda items were reviewed prior to the meeting by all board members. Johnson called for a motion on all consent items. Andrus moved to approve the Consent Agenda as presented and seconded by Carlson. With all in favor and none opposed, the motion passed.

The Consent Agenda consisted of the following:

- i. Voucher #21/22-06 (Nov)
- ii. Voucher #21/22-07 (Dec)
- iii. Voucher #21/22-08 (Jan)
- iv. Minutes 11/2021
- v. New & Lost Members–2Q
- vi. Balance Sheet–2Q
- vii. Income Statement –2Q
- viii. Solvency Test – 2Q

**ITEM 6: BOARD/STAFF COMMUNICATION**

- i. Workshop recap:
  - a. Market outlook / NPIP update – Johnson recapped the goal for a healthy, stable renewal in this difficult market. Staff will work with the fiscal/renewal committee to deliver the budget and renewal recommendation at the April retreat.
  - b. Board buddy time – Johnson recapped that there was discussion about Board orientation process and Board buddy process.
- ii. Election timeline – McDonnell discussed that there are four positions open and all current Board members running for their current position. There were postcards sent out this year to all members and there will be future communications out to gear up for March 1, 2022, when ballots open. Ballots will be open electronically on the website again this year.
- iii. Member service update & connections – Sutherland discussed NPIP's partner page with Enquiron highlighted for cyber help noting that this will be communicated out to members. Michael Johnson discussed the member benefit to the Nonprofit Risk Management Center and eRisk and how there are some cyber trainings on this, as well. Also, Michael Johnson highlighted First Advantage's group discount for NPIP, negotiated by staff. McDonnell discussed a few partner events and noted that staff understands nonprofits are busy and time is valuable - work is ongoing to ensure the most needed videos/trainings are easily accessible and with constant highlights.
- iv. Meeting Calendar 22/23 – McDonnell discussed the draft meeting calendar and the board requested that questions be added on the self evaluation regarding the calendar.

**ITEM 7: ACTION ITEMS**

- i. No action items.

**ITEM 8: UPCOMING MEETINGS/CONFERENCES**

- i. April Board Retreat (Budget/Renewal) – April 11-13, 2022
- ii. April Board Meeting – April 13, 2022 – Location TBD



**ITEM 9: EXECUTIVE/CLOSED SESSION**

None.

**MEETING ADJOURNED**

There being no further business, the meeting was adjourned at 2:05 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Jessika Tempel", written over a horizontal line.

Jessika Tempel

A handwritten signature in blue ink, appearing to read "Amber Johnson", written over a horizontal line.

Amber Johnson, Chair