Board of Directors
January 26, 2026, 2:00 p.m.
MINUTES

The Non Profit Insurance Program Board of Directors conducted a regular meeting on January 26, 2026, at 2:02 p.m.

ITEM 1: INTRODUCTION & ROLL CALL

Board Member Name:	Representation Member Entity:	Board Position:	Attendance:
Amber Johnson	Spokane Neighborhood Action Partners	At Large 1 - Treasurer	Present
Karl Johanson	Disability Action Center NW Inc.	At-Large 3	Present
Julie Vess	Stanwood Camano Area Foundation	Provisional At-Large 4 - Secretary	Present
Madelyn Carlson	People for People	Region 3	Present
Mike Heinisch	Kent Youth and Family Services	At-Large 2 - President	Present
Susan Kingsbury-Comeau	Mt. Si Senior Center	Provisional Region 1	Present
David Harrison	Fusion	Region 1	Present
VACANT		Region 4	
VACANT		Region 2	

Clear Risk Solutions:
Becca Kirsch
Claire Hanberg
Frank Andrus
Grant Sutherland
Michael Johnson
Pete Wyatt
Rachel Hufman
Rick Doehle
Rick Templeton
Sarah McDonnell
Shelbi Cummings
Taylor Montgomery

Guests:
Tom Venable – Methow Housing Trust
Eric Erickson – CDM Services
Jeananne Edwards – Community in Motion

President Heinisch welcomed all in attendance and noted that a quorum was present.

ITEM 2: PUBLIC COMMENT
Jeananne Edwards stated that Community in Motion has been a member of NPIP for a while and was happy to participate in the meeting as a guest.

ITEM 3: CHANGES TO THE AGENDA
None.

ITEM 4: COMMITTEE REPORTS
STANDING COMMITTEES:
ITEM 4(A) – Fiscal & Renewal Committee (Johnson-Chair, Kingsbury-Comeau, Vess, Johanson):

a) Fiscal-Quarterly Summary (A/R, write-offs, bank transfers, vouchers) – Johnson provided a brief recap of the fiscal meeting held earlier in the morning. A report was provided in the meeting packet. Of note, mid-year financials were reviewed and are included in the consent agenda for this meeting.
b) Investment Policy – Johnson reported that the fiscal committee recommended investing $5 million. Allocation options are listed under action items. The committee further recommended investing 20% initially, followed by 10% increments over the next three months.

NPIP

ITEM 4(B) – Executive Committee (President: Heinisch, Secretary/Vice President: Vess, Treasurer: Johnson, Past President: Johanson):

i. Board Self-Evaluation – The timeline was included in the meeting packets, along with last year's draft questions. The evaluation will be distributed at the beginning of February and due in mid-March. Results will be reviewed at the March retreat.

ii. New Committee Discussion – McDonnell gave a summary for a new committee called the Member Connection Committee. This committee would provide input on different ways to strengthen member engagement. Further a refresh of current committee members will occur in March.

OTHER COMMITTEES:

Legislative Committee (Johanson, Carlson, Heinisch):

i. Legislative Update – Carlson reported that items arising during the legislative session that may impact NPIP are being monitored to ensure timely response. Carlson also noted participation in the Save Human Services Committee, which is working to ensure state contracts adequately cover the costs incurred by nonprofits in delivering services. Johanson added that recent changes among legislative members could affect NPIP and is identifying the bill number for tracking purposes..
Heinisch also added an update regarding Save Human Services for contracts with the state.

Board Governance Committee (Carlson, Johnson):

i. Prospect Update – Carlson welcomed guests, Tom Venable and Eric Erickson, and reported the committee met with Eric Erickson who is interested in the Region 2 position. Tom Venable, she reported, is sitting in on his second board meeting and will have the opportunity to be appointed as Provisional Region 3 at the next meeting.

ii. Board Elections Update – Montgomery reported that elections were running smoothly and each candidate was running uncontested. Bios from candidates are due soon and ballots will go out in February with results opened at the March meeting.

ITEM 5: CONSENT AGENDA

The Consent Agenda items were reviewed prior to the meeting by all board members. Harrison moved to approve and Johanson seconded the motion. No one opposed the motion and as all were in favor, the motion passed.

The Consent Agenda consisted of the following:

a) Voucher #24/25-11 (April)
b) Voucher #24/25-12 (May)
c) Voucher #25/26-01 (June)
d) Minutes 3/2025
e) Bank Statement (5/31)
f) Income Statement (5/31)
g) Solvency Test (Year End)
h) New & Lost Members – 4Q
i) Nonrenewal and Cancellation Report

ITEM 6: BOARD/STAFF COMMUNICATION

i. Claims Auditor Selection and Timeline – Montgomery reported that the timeline for the auditor's work was included in the meeting packets. North Shore Risk Consulting has been selected as the audit firm, following the RFP process and per pool budget and compliance requirements. This engagement covers all pools, with NPIP being addressed first. Results will be compiled and presented to the board at the summer meeting.

ii. Small Nonprofits – McDonnell noted that solutions are in place and system development is underway for Munich options. An additional carrier is being evaluated that may streamline processes and offer beneficial alternatives. Johanson suggested exploring options through the state association or similar entities.

iii. AGRiP Membership – McDonnell recommended NPIP joins AGRiP, noting its focus on best practices in risk pooling and governance. The Board was supportive. Future events may provide opportunities for board participation.

iv. Health and Welfare Update – McDonnell reported that a flyer will be distributed soon. A recent call with WCIF indicated potential for partnership, given similar models. The approach is still being vetted. Direction from the board is to keep this work at the full-board level rather than forming a separate committee.

v. MPR Reminder – Montgomery noted that MPRs have been distributed per annual process and are intended as tools to identify areas needing improvement.

vi. Retreat Topic Planning – Montgomery and McDonnell discussed gathering input on desired retreat topics. An email will be sent to the board requesting ideas and implemented in future retreats.

vii. CRS Team Changes – Templeton provided an update on changes within the CRS team. There was no further discussion.

viii. Communications Update – Hanberg provided an update on communication rates and the recent changes to how open-rate data is reported. She also reviewed the engagement-focused work underway within the CRS team.

ix. Quarterly Goals Update – Montgomery noted that updates were included in the meeting packet. Most work remains in progress, with new initiatives underway in areas such as claims and engagement.

x. Workshop Directives – Montgomery provided a recap of workshop takeaways, including the loss-ratio workshop concept and the Zywave registration initiative.

xi. Other/Misc – There was brief discussion regarding member satisfaction survey to the membership and further a staff committee was created to refresh educational services provided to NPIP members.

ITEM 7: ACTION ITEMS

a. Investment Funds – Heinisch reviewed the fiscal committee's recommendation to invest an additional $5 million, consistent with the discussion held at the fall board meeting. Johnson moved to approve the investment at this level, Johanson seconded. With no opposition, the motion carried.

b. Investment Allocation and Authority – Heinisch requested that the board select an allocation preference for the $5 million investment and confirm authority to execute the IPS. The Investment Policy was included in the meeting packet for review. The fiscal committee recommended Option 1: a 20% increase to the equity allocation, followed by 10% increases monthly for three months to reach 50%. Funds will remain in a money market account earning interest during the transition. Johnson moved to approve Option 1, Kingsbury-Comeau seconded, and with no opposition, the motion passed.

ITEM 8: UPCOMING MEETINGS/CONFERENCES

a) Fiscal Committee – February 9, March 9, April 13
b) Full Board Retreat and Meeting – March 23-25, 2026 – Walla Walla

ITEM 9: EXECUTIVE/CLOSED SESSION

MEETING ADJOURNED

There being no further business, the meeting adjourned at 3:35 pm.
Respectfully submitted,

T Montgomery

Taylor Montgomery

Michael Heinisch, President