

National Association of Benefits and Health Professionals
Treasure Valley Chapter
Board of Trustees Meeting Minutes
December 21, 2023
ZOOM

BOARD MEMBERS PRESENT: Knute Kleven, Marcia Benton, Joe Morgan, Stephanie Hartruft, Michelle Taylor Alex Kane, Kelcy Mann and Sebrina Chevalier-Koehler

GUEST PRESENT: None

BOARD MEMBERS EXCUSED: Lisa Wilson, Daniel Skelton, Isaac Skelton, Dawna Moreno, and CarrieAnne Kowalczyk.

BOARD MEMBERS ABSENT:

Meeting called to order at 1:33 p.m.

Roll call

1. President's Report (Knute Kleven – President Elect)
 - a. Review of Antitrust Statement
 - b. Approval of November 16, 2023 Board Meeting Minutes
Stephanie Hartruft made a motion to approve the November 16, 2023 Board Meeting Minutes.
Kelcy Mann seconded the motion. Motion passed, unanimous vote.
 - c. Kim Pennington – had to step down from her position. Marcia will move into the Vice President/President Elect position. Secretary position is now open.
 - d. NABIP Leadership Roster – Update
Sent updated roster to National. Joe, Stephanie Marcia, Dawna and Sebrina have online access/reports. Will need to send another update to National with Kim stepping down after finding someone to fill the Secretary position.
 - e. NABIP-TV Sponsorships Committee – Updates?
Received check from St. Luke's Health Plan for their 2024 sponsorships in the amount of \$4,500.
 - f. Education Foundation
No new report at this time.
 - g. 2024 Meeting Location
In order to use St. Luke's we would need to switch days; however, St. Luke's Room is open for the January 11th meeting. Knute will reach out to Life's Kitchen. Knute, Alex and Marcia will work on the logistics for the St. Luke's space.
 - h. December 2023 Membership Meeting
 - Topic: December Membership Meeting/Christmas Auction
 - Sponsor(s): Moda, Allstate Benefits, St. Luke's Health Plan, Regence
 - CEs Offered: 0
 - Attendees: 54 (Reviewed Monthly Meeting Report)
 - Knute Kleven announced the following:
Next meeting is Thursday, January 11 at 11:30 a.m.
2. President-Elect Report (Marcia Benton)
 - a. 2024 Fall Forum
No new report at this time.
 - b. Health Insurance Awareness Day
Scheduled for Thursday, February 1st at Umpqua Bank in downtown Boise.
Lisa will take care of the wine; Knute will reach out to Albertsons for the food again.
3. Chair Reports
 - a. Treasurer's Report / Finance / Budget (Daniel Skelton, Treasurer; Marcia Benton, Co-Chair)
 - Annual Meeting Ticket:
Knute put together an email to be sent out thanking them for their purchase of the annual meeting ticket and explaining why we are asking them to register. The draft was emailed to the board for their review and suggestions/changes.
 - b. Membership Recruitment and Membership Experience Chair Update (Knute Kleven/Dawna Moreno-Co-Chair)

- Membership Update
 - Reviewed the following membership reports: Billed Not Paid, New Members, and Lapsed Members.
 - Members as of 10/1/2023 - 277
 - Members as of 10/31/2023 - 278
 - Members as of 5/1/2023 - 270
 - Current ranking number: Idaho is currently ranked # 2 in Region 7
 - Working on a new member contest for the month of January.
- c. Legislative Update (CarrieAnne Kowalczyk, Legislative Chair and Stephanie Hartruft, Co-Chair)
- Report on state legislative call –
Not much going on right now in Idaho; therefore, nothing new to report at this time. Stephanie is going to put together a spreadsheet and send it out to those that are interested in attending Cap Conference.
 - Medicaid Taskforce - Stephanie
No new to report at this time.
- d. Professional Development Update (Alex Kane and Kelcy Mann, Prof. Dev. Co-Chairs)
- Update on speakers and sponsors:
January – Echo Idaho, Meeting Sponsor: St. Luke’s Health Plan – Submitted to DOI 12/21.
February – Medicare Pharmacy Discussion Update – Sponsor: Blue Cross of Idaho
March – Compliance and Insurance Practice
May through July are still TBD
 - Update on CE Submissions:
Fall Forum:
Using US Government Approved Discrimination 2023/24 – Still Pending – Resubmitted 10/6
November Membership Meeting:
YHI: Deep Dive – Answering Some Frequently Asked Questions – Submitted 11/9
- e. Community Service (Michelle Taylor, Community Service Chair)
- 2023 Charity Golf Scramble – Updates?
Still waiting on final \$350 payment to come in from Miles Insurance Co. Sebrina will reach out to Pedro one more time about status.
 - 2024 Charity Golf Scramble
Pedro has stated that he will stay on the planning committee for 2024.
 - Top Golf Fundraiser Event – 2024?
Michelle will reach out to Kim and see if she is still interested in staying on the planning committee.
 - 2023 Christmas Auction
 - i. \$4,210,00 baskets; \$1,645.00 cash donation (plus cash donation match).
 - ii. Michelle will reach out to Laura with the total cash donation amount and ask her mail the cash match check or one of us can pick it up from their office.
 - iii. Check delivery date has not yet been set. Michelle will reach out to them and try to schedule something in January or February.
- f. Marketing Recognition Chair (Stephanie Hartruft, Marketing Recog. Chair)
- Awards Status Updates
 - i. No new report at this time.
- g. Marketing and Communications Update (Joe Morgan and Lisa Wilson, Co-Chairs)
- Social Media Releases – Updates/postings to NABIP-TV Facebook page, LinkedIn Program; Twitter (Buffer)
 - Letters to the Editor (5); Op-ed articles – Lisa will be working on these.
 - Status on Social Media Posts (40)
 - Press Releases - Lisa
 - New Board
 - Golf Tournament – ICSH
 - Fall Forum
 - Update NABIP-TV and NABIP-Idaho Websites – meeting dates and upcoming event dates and board positions. This is an ongoing task. Joe will make changes/updates to the Board Member

list on the website removing Kim from her positions and adding in those board members that are not currently listed.

- Newsletter
 - h. NABIP-PAC/IPAC Chair (Isaac Skelton and Daniel Skelton, NABIP-PAC/IPAC Co-Chairs)
 - No new report at this time.
 - i. Diversity, Equality & Inclusion (OPEN – Chair)
 - No new report at this time.
5. New Business
 6. Old Business
 7. Adjourn
 - **Stephanie Hartruft** made a motion to adjourn the meeting. **Joe Morgan** seconded the motion. Discussion. Motion passed, unanimous vote. Meeting adjourned at 2:19 p.m.

Task List

Board Member

- **Knute/Dawna** – Create list and track monthly calls to those on the Billed not paid report.
- **Joe Morgan/Lisa Wilson** – Work on Press Releases, Newsletters, Letters to the Editor, etc.
- **Alex Kane/Kelcy Mann** – Find speakers and sponsors for the March, May, June, June and August membership meetings.
- **Marcia Benton** – Medicare Day Committee
- **Joe Morgan**– Update NABIP-Idaho/NABIP-TV websites with meeting dates and upcoming event dates.
- **Joe Morgan** - NABIP-TV Sponsorships Committee
- **Michelle Taylor/Kim Pennington** – Top Golf Charity Event Committee

Please read and print these minutes and bring to the next board meeting to be held on:

Thursday, January 18, 2023
1:30 p.m. – 3:30 p.m.
Blue Cross of Idaho
2929 W., Navigator Drive, Suite 140, Meridian, Idaho