

**Regional Health Cooperative  
Steering Committee Meeting  
Tuesday, July 1, 2008  
- MEETING NOTES -**

**Present:** Darcie Paradies, Carol Buhlman, Linda Skoglund, Linda Hines, Bill Warner, Pam Grove, Jerry Chasteen, William Rubin, and Margi Miller (who participated via teleconference).

The fourth meeting of the steering committee commenced at 8:04 a.m. on July 1st in Baldwin, Wisconsin.

In the absence of the steering committee chair Steve Healy, William Rubin volunteered to facilitate the meeting.

Rubin said the group should review a couple draft documents that had been created since the last committee meeting.

**Proposed Mission Statement**

Pam Grove distributed an updated draft of the Mission Statement for the proposed health care cooperative. It was read to the group and they offered comments. It was agreed to keep the Mission broad and general in nature rather than detailed and specific. It could be revised in the future.

**Timeline**

Pam Grove and Linda Hines distributed and reviewed a proposed timeline for the proposed cooperative. The timeline was divided into Phase 1, 2, and 3 and included activities such as bylaws, a key facts document, marketing, website, financials, fund raising, budget, communications creation and distribution of a Request For Proposals (RFP) to insurance carriers, an insurance agreement, board of directors, membership details, and membership application.

The steering committee suggested some revisions and Pam will modify it for distribution in the future.

**Letter and Survey to Business and Industry**

Rubin reviewed an initial draft of a letter and survey that is intended for distribution to economic development colleagues and UW Extension agents in the proposed 18-county service territory of the health care cooperative. Bill Warner distributed a list of contact names as the initial recipient of the letter. They would be asked to distribute the letter to business and industry lists within their respective county.

The letter provides background on the formation of the steering committee and health care cooperatives as a model for reform. Businesses would be asked questions about health care coverage (i.e. costs, number of employees covered, percentage increases over the last three years, etc.). This is intended to help the steering committee gauge the level of interest in health care as a benefit within the 18-county region as well as interest in forming a cooperative.

The committee offered suggestions on revising the letter. Rubin will modify it for review at the next committee meeting.

The committee also suggested a 1-2 page Key Facts Sheet that would accompany the letter-survey. The Fact Sheet that would explain more details on the cooperative, its mission, proposed membership groups, and future steps. Rubin agreed to create the Fact Sheet prior to the next meeting.

**Other Discussion**

Linda Hines said it was her understanding that an interim board of directors was supposed to occur today. Rubin said that in the absence of Steve Healy, and without an understanding of Steve's connections to legal counsel for work on bylaws, etc., perhaps this could be discussed at the next meeting.

**Next Meeting Date**

The next meeting was set for Tuesday, July 15<sup>th</sup> at 8:00 a.m.

Rubin will confirm the location via e-mail.

The steering committee meeting adjourned at 9:20 a.m.

~William Rubin