

**SSB 5351 Collaborative**  
**AGENDA: In-Person Kick-Off Meeting**  
**October 30, 2025, 9:00am – 4:00pm**

**LOCATION:**

WA State Capitol - Legislative Building - Columbia Room  
416 Sid Snyder Avenue SW Olympia, WA

**Virtual Option:** [ZOOM LINK](#)

Meeting ID: 995 2029 9491

Passcode: 311768

*\*In-person attendance is strongly encouraged. If you are unable to attend in-person and need to attend virtually, please email the Facilitation Team, so we have an accurate head count. Please note that the acoustics for virtual meetings of this size, and in the Columbia Room, will be less than ideal.*

*\*\*Coffee and Snacks Provided. Lunch is not provided. Food location options provided in email.*

**DRAFT AGENDA**

**Meeting Goals:**

- Begin to get to know one another and develop common understanding of purpose, roles, and responsibilities of the SSB 5351 Collaborative
- Hear findings from the convening assessment and create shared understanding about what it means to participate in a collaborative process
- Review, discuss, and agree on operating procedures including group roster, group agreements (*attached*), and key process elements
- Hear presentation on, and begin to create shared understanding about, dental loss ratio
- Identify what additional information is needed about dental loss ratio to ensure there is enough shared understanding to enable productive dialogue and problem solving
- Discuss draft schedule and workplan, including potential approach to reimbursement issues

**8:30am COFFEE & SNACKS**

**9:00am WELCOME AND INTRODUCTIONS**

- Member Introductions
- Review of Agenda: Facilitators Amanda and Chris review the agenda and group agreements (*aka discussion groundrules—attached*)

**9:30am PURPOSE AND GOALS OF THIS COLLABORATIVE**

- Amanda and Chris briefly review SSB 5351, purpose, goals, and deliverables.
- Questions/Comments from members

**9:40am FUNDAMENTALS OF A COLLABORATIVE PROCESS**

- Amanda and Chris will give an overview of collaborative processes.
- Questions/Comments from members

- 10:00am CONVENING ASSESSMENT FINDINGS**
- Amanda and Chris will share key findings from conversations they had with members.
  - Questions/Comments from members
- 10:30am BREAK**
- 10:45am REVIEW, DISCUSS, AND AGREE ON KEY PROCESS ELEMENTS**
- Amanda and Chris will walk through a “first offer” of draft operating procedures including Collaborative roster, group agreements, and decision-making process.
    - Members will discuss, offer input, ideas, and suggested modifications.
- 11:45am BREAK FOR LUNCH**
- 1:15pm LEVEL SETTING – PRESENTATION ON DENTAL LOSS RATIO**
- Presentation on Dental Loss Ratio: Steve Drutz, Chief Financial analyst, WA Office of the Insurance Commissioner (OIC) and Jane Beyer, Senior Health Policy Advisor, OIC [Washington State Insurers Dental Loss Ratios](#): *This dataset serves as a dental insurance summary database. The dataset provides annual loss ratios for insurers that operate in Washington state. Loss ratios track payments to premiums and are an indicator of fiscal health. This data is cumulative at the company level as reported to the National Association of Insurance Commissioners (NAIC)*
  - Questions/Comments from members: clarifying questions? Missing information?
- 2:00pm LEVEL SETTING – GROUP DISCUSSION ON DENTAL LOSS RATIO**
- *What information is needed about dental loss ratio to ensure there is enough shared understanding to enable productive dialogue and problem solving?*
- 3:15pm DRAFT WORKPLAN, ACTION ITEMS AND NEXT STEPS**
- Amanda and Chris will present and walk through a first offer of a schedule and workplan
    - Members will discuss, offer input, ideas, and suggested modifications.
  - Review meeting decisions, agreements, and achievements.
- 3:40pm CLOSING AND REFLECTION**
- 4:00pm ADJOURN**

## **GROUP AGREEMENTS FOR SSB 5351 Collaborative Discussions**

### ***DRAFT***

#### **Be Respectful**

- One person speaks at a time; listen when others are speaking, avoid interrupting and side conversations.
- Keep comments brief so everyone gets a chance to share their thoughts. Avoid dominating the discussion.
- Hear and respect all opinions. Practice active listening – listening to understand, rather than to respond.
- Silence cell phones and refrain from using laptops during the meeting, except to take notes.
- Make every effort to attend in person (virtual attendees are not guaranteed equal participation).

#### **Be Constructive**

- Acknowledge that all participants bring with them legitimate purposes, goals, concerns and interests, whether or not you are in agreement with them.
- Openly explore issues.
- Act in “good faith,” seeking to resolve conflicts and identify solutions. Come with the sense that this is a gathering of bright minds working toward a common goal.
- State concerns and interests clearly, listen carefully to and assume the best in others. Leave negative assumptions and attitudes at the door.
- Ask pertinent questions and educate ones self and those you represent about the interests and needs that must be addressed in a problem-solving atmosphere.
- Share comments that are solution focused, rather than repeating past discussions.
- It is OK to disagree; it is not OK to make personal attacks or slanderous statements.
- Minimize the use of jargon and acronyms, define and explain when used.
- Commit to fully exploring the issues and searching for creative solutions that best serve the parties’ mutual interests in addition to those of the constituents that each caucus represents
- Work towards consensus.
- Be willing to compromise.
- Ask for clarification when uncertain of what another person is saying.
- Ask questions rather than make assumptions.

#### **Be Productive**

- Begin and end meetings on time.
- Respect time constraints.
- Adhere to the agenda as much as possible, focusing on the subject at hand.
- Indicate to the facilitator/s when they wish to make a comment and be acknowledged before speaking.
- Volunteer for the tasks at hand, as appropriate.
- Proactively communicate to constituents the progress of the Collaborative, including emerging decisions and agreements of the Collaborative and the context or rationale for them.