

WASHINGTON COUNTIES RISK POOL
BOARD OF DIRECTORS

MINUTES

Annual Meeting 4:15 p.m.
Friday, January 20, 1989
Lake Quinault, Washington

ATTENDANCE:

President - Bill Vogler, Grays Harbor County Commissioner
Vice-President - Absent, arrived after meeting adjourned.
Treasurer - Deborah Cone, Kitsap County Director of Internal Management
Secretary - Vyrle Hill, Pacific County Administrative Officer

Clallam County - Marjorie Upham, Personnel/Risk Management Dir. - Dir.
Jim Rumpeltes, Administrative Director - Alt.

Cowlitz County - Joan Lemieux, County Commissioner - Dir.
Frank Bishop, Budget Director - Alt.

Grays Harbor County - Rose Elway, Service/Budget Mgmt Dir. - Alt.

Jefferson County - B.G. Brown, County Commissioner - Dir.
Gary A. Rowe, Dir., Public Works - Alt.

Lewis County - Gregory M. Cox, County Commissioner - Dir.
Grant Kidrick, Safety Officer/Loss Control Mgr.

Mason County - Michael D. Gibson, County Commissioner - Dir.
Christine Freed, Budget Director - Alt.

Pacific County - Rosemarie Bay, Assistant Risk Manager - Alt.

Skamania County - Robert K. Leick, Prosecuting Attorney - Dir.
Marilyn Breckel, Staff Assistant - Alt.

Spokane County - Claude L. Cox, Safety/Loss Control Manager - Dir.

Thurston County - George Barner, Jr., County Commissioner - Dir.
Steve Zimmerman, Deputy Chief Admin. Officer - Alt.

Washington Counties Risk Pool - John Crawford, Executive Director
Aileen Boren, Admin. Assistant

Visitors - Bill Morris, Adams County Commissioner
Tom Butler

The meeting was called to order at 4:15 p.m. by President Bill Vogler.

APPROVAL OF MINUTES:

October 28, 1988 Board Meeting, Kennewick: Claude Cox moved to approve the minutes. The motion was seconded by Vyrle Hill and approved.

COMMITTEE REPORTS:

Executive Committee:

November 16th meeting, Yakima and December 16th meeting, Tukwila: Minutes of the November and December Executive Committee Meeting were discussed and a vote to approved will be held at the next Executive Committee meeting.

Purchase of Excess Insurance/Policy Form: John Crawford noted that several people have expressed concern over the following form issue. He mentioned that concerns should be set out in writing and submitted to him for forwarding to and answer from Corroon & Black.

Health District Coverage: Extending coverage to include Health Districts was discussed. Garfield County's renewal is in April and would like consideration and a premium by that date. Michael Gibson moved to request determination as to whether the Pool can cover health districts from the Washington Attorney General. The motion was seconded by Claude Cox and approved.

Approval of Pool by the State Risk Manager: John Crawford circulated a memorandum of January 9th from Assistant State Risk Manager Kate Steele that the Pool had satisfied the statutory filing requirements.

Planning Committee:

Directors' Travel Policy: It was reported that the Directors' Travel Policy had been approved at the December Executive Committee Meeting.

Selection of Pool Risk Manager: John Crawford gave an overview of the recruitment and selection process of the Pool Risk Manager. Deborah Cone moved that the Pool authorize the adjustment to Step 2 of the U.S. government salary survey and immediately enter into a salary survey for both the Risk Manager and Executive Director with no commitment to incorporate the results without further action of the Pool. The motion was seconded by Robert Leick. The discussion centered upon a commitment to the individual.

After a roll call vote with 7 ayes, 4 nays and 4 absents, the motion was approved. The ayes were Marjorie Upham, William Vogler, Deborah Cone, Gregory Cox, Vyrle Hill, Robert Leick, and Steve Zimmerman. The nays were Joan LeMieux, B. G. Brown, Michael Gibson, and Claude Cox. Absent were Benton, Franklin, Garfield, and Whatcom Counties.

Vyrle Hill then moved to set a limitation of \$45,000 on the results of the salary survey as it pertains to the Risk Manager position. The motion was seconded by Robert Leick and approved by voice vote.

Finance Committee:

Financial Report and Voucher Approval: Deborah Cone distributed copies of the Treasurer's Report. Vyrle Hill moved to approve the expenses (a total of \$94,726.24, including a \$80,922.70 premium for the last portion of the excess insurance). The motion was seconded by Marjorie Upham and approved.

Pool Investment Policy and Procedures: It was reported that the Pool Investment Policy and Procedures were approved at the December Executive Committee Meeting.

Approval of banking and credit card resolutions with SeaFirst Bank: It was reported that the banking and credit card resolutions with SeaFirst Bank were approved at the December Executive Committee Meeting.

Operations Committee:

Vyrle Hill reported on proposed actions of the Operations Committee.

Incurred Incidents and Claims: The January Incident reports were circulated and discussed.

Pool Risk Management Program: Robert Leick moved to approve the PRIMA seminars and conferences travel recommendations. The motion was seconded by Vyrle Hill and approved.

The meeting was adjourned at 6:04 p.m.

RESPECTFULLY SUBMITTED:

Vyrle L. Hill
Vyrle L. Hill, Secretary

APPROVED: 4 / 21 / 89

William F. Vogler
William F. Vogler, President