

WASHINGTON COUNTIES RISK POOL  
BOARD OF DIRECTORS MEETING

MINUTES

Annual Meeting 8:00 a.m.  
Friday, March 8, 1991  
Red Lion Hanford House, Richland, Benton County

**ATTENDANCE:**

President - Shirley Van Zanten, Whatcom County Executive  
Vice President - Claude L. Cox, Spokane County Risk Manager  
Secretary - Marjorie Upham, Clallam Co. Dir. Personnel/Risk Mgmt.

Benton County - Steve M. Lowe, Chief Civil Dep Pros Attorney - Dir.  
Cowlitz County - Frank A. Bishop, Budget Director - Alt.  
Franklin County - Neva J. Corkrum, County Commissioner - Dir.  
Harold Mathews, County Commissioner - Alt.  
Garfield County - Ronald E. Crawford, County Commissioner - Dir.  
Don E. Stallcop, County Commissioner - Alt.  
Grays Harbor County - Dick Dixon, County Commissioner - Dir.  
Rose Elway, Director, Dept Mgmt Services - Alt.  
Mary Davis, Insurance/Risk Management Analyst  
Island County - Dick Caldwell, County Commissioner - Dir.  
Gordon Hey, Budget Director - Alt.  
Jefferson County - B.G. Brown, County Commissioner - Dir.  
Gary A. Rowe, P.E., Public Works Director - Alt.  
Kitsap County - Allen Hatten, Risk Manager - Dir.  
Klickitat County - Sverre Bakke, County Commissioner - Dir.  
Lewis County - Jay Winter, County Commissioner - Dir.  
Mason County - Laura Porter, County Commissioner - Dir.  
Pacific County - Vyrle L. Hill, Administrative Officer - Dir.  
San Juan County - Si Stephens, County Auditor - Dir.  
David L. Zeretzke, Ins. Risk Manager - Alt.  
Thurston County - George L. Barner, Jr., County Commissioner - Dir.

Visitors - Kelsey Gray, Washington State University  
Mike Croke, Corroon & Black, Inc.

Risk Pool Staff - John Crawford, Executive Director  
Alicia Johnson, Claims Manager  
Graham J. Wright, Risk Manager  
Aileen Boren, Administrative Assistant

The meeting was called to order at 8:10 a.m. by President Shirley Van Zanten who welcomed all in attendance.

**APPROVAL OF MINUTES:** January 18, 1991 Board of Directors Meeting, Sea-Tac: Vyrle Hill moved to approve the minutes. The motion was seconded by Si Stephens and approved.

**OFFICERS' REPORT:** February 8, 1991, Sea-Tac: A written report of the Officers' meeting had been mailed.

**FINANCIAL REPORT AND VOUCHER APPROVAL:** Claude Cox moved to approve the financial report and expenses for the month of February. Premiums and interest of \$4,407,732.13 have been received for the new policy year. To date, sixteen counties have paid their premiums in full and three counties owe some interest. The motion was seconded by Vyrle Hill and approved. Si Stephens moved to maintain the policy of collecting interest on unpaid premium amounts. The motion was seconded by Vyrle Hill and approved.

**DISCUSSION AND ACTION:**

**Annual Report:** Frank Bishop moved to accept the CPA's financial statements and audit and the annual report. The motion was seconded by Laura Porter and approved.

**Election of Officers:** Shirley Van Zanten, as acting Chair of the Nominating Committee, placed the names of Vyrle L. Hill of Pacific County and Dick Caldwell of Island County into nomination as Executive Vice President and Finance Vice President/Treasurer. Frank Bishop moved the nominations be closed and a unanimous ballot be cast for the slate. The motion was seconded by Allen Hatten and approved.

Shirley Van Zanten gave her valedictory remarks and turned the gavel over to incoming President Claude Cox to preside over the remainder of the meeting. Claude presented a plaque and Certificate of Appreciation to Shirley for her service to the Pool.

**WSAC Retro Service Contract:** Si Stephens moved to renew the contract with WSAC to provide administrative services for its industrial insurance committee's retrospective rating pool. The motion was seconded by George Barner and approved.


**Accounting Funds and Accounts:** Shirley Van Zanten moved to adopt a resolution regarding accounting funds and accounts and to review the first year payments after October 1, 1992. The motion was seconded by George Barner and approved.

**Underwriting Policy Revisions:** Kelsey Gray from Washington State University facilitated a discussion about revisions to the Underwriting Policy regarding experience-based premiums. Frank Bishop moved that the underwriting policy be amended to delay the implementation of experienced-based premiums for one year. The motion was seconded by Vyrle Hill and approved.


**Other Business:** Shirley Van Zanten moved to table to the Officers' Meeting the review of Grant County as a possible new member. The motion was seconded by Si Stephens and approved.

The meeting was adjourned at 1:05 p.m.

RESPECTFULLY SUBMITTED:

  
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Marjorie L. Upham, Secretary

APPROVED: 5 / 10 / 91

  
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Claude L. Cox, President