

**WASHINGTON COUNTIES RISK POOL
BOARD OF DIRECTORS**

MINUTES

**Spring Meeting
9:00 a.m., Friday, April 22, 1994
Doubletree Inn, Tukwila**

ATTENDANCE:

President - Neva J. Corkrum, Franklin County Commissioner
Secretary/Treasurer - Frank A. Bishop, Cowlitz County Budget Director

Adams County - Gordon R. Hey, Fiscal/Risk Manager - Alternate
Benton County - Steve M. Lowe, Chief Civil Deputy Prosecuting Attorney - Director
Melina Wenner, Risk Manager
Clallam County - Marjorie Upham Rood, Director of Personnel & Risk Mgmt - Director
Grays Harbor County - Dick Dixon, County Commissioner - Director
Rose Elway, Director of Management Services - Alternate
Island County - Betty J. Kemp, Director of General Administration/Risk - Alternate
Kitsap County - Deborah Broughton, Director of Administrative Services - Director
Lewis County - John Nacht, Risk Manager - Alternate
Mason County - Laura Porter, County Commissioner - Director
Pacific County - Vyrle L. Hill, Administrative Officer - Director
Janet Wilkeson, Risk Manager - Alternate
San Juan County - David Zeretzke, Director of Administrative Services - Alternate
Skamania County - Marilyn J. Breckel, Administrative Coordinator - Director
Thurston County - Jeff Watson, Chief Deputy Prosecuting Attorney - Alternate
Whitman County - Richard Brown, Administrative Services Director - Director

Broker - Mike Croke, Vice President, Willis Corroon of Seattle

Risk Pool Staff - John Crawford, Executive Director
Jay Winter, Training Coordinator
Aileen Boren, Administrative Assistant

Attended Workshop on Thursday, April 21, 1994, but not present at Meeting:

Grays Harbor County - Mary Davis, Deputy Director of Management Services - Alternate
Klickitat County - Sverre Bakke, County Commissioner - Director
Risk Pool Claims Manager Alicia Johnson

WELCOME, ROLL CALL AND APPROVAL OF AGENDA: The meeting was called to order at 9:05 a.m. by President Neva Corkrum who welcomed all in attendance and asked that everyone sign the roll call sheet. She noted that a Board Workshop on the agenda action items had been held the day before. The agenda was approved as printed.

APPROVAL OF MINUTES: Dick Dixon moved to approve the minutes of the January 21st Winter Meeting at Tukwila. The motion was seconded by Gordon Hey and approved.

REPORTS:

Member Counties. Directors and Alternates reported about Revenue Department leasehold excise tax audits of fairground off-season revenues, blood borne pathogen policies, juvenile detention escapes, tort liability cases, and other programs in their respective counties.

Executive Director. John Crawford reported that PRIMA had notified him that we were only 1 of 6 pools that had successfully complied with the PRIMA Pooling Advisory Standards and would receive a recognition award at the PRIMA Annual Meeting next month. John also distributed a list of insurance certificates that the Pool has issued this policy year, and reminded everyone that worker hours and licensed vehicles should be sent to the Pool now.

Finances. Aileen Boren summarized the Pool's investments and investment income, and distributed copies of the 93Q4 quarterly report.

Claims. Since she had to attend a mediation hearing on Friday, Alicia Johnson gave an overview of claims, with aid of graphs of claims types and payments, at the Thursday Workshop.

Programs. Jay Winter discussed training programs. Jay was also asked to report on his wife's battle with cancer.

Insurance. After a short break, Mike Croke said that the excess carrier has now completed the written endorsement for medical malpractice coverage, which is effective back to October 1st. Mike also updated us on pollution liability coverage for underground storage tanks.

DISCUSSION AND ACTION:

Service Contract for WSAC Retro Group. Vyrle Hill moved to approve the service contract with the WSAC Retro Group, and to direct staff to track their work and costs and report to the Board at the Winter 1995 Meeting with recommendations. The motion was seconded by Gordon Hey and approved unanimously.

Coopers & Lybrand Service Contract. Dick Dixon moved to approve the Coopers & Lybrand service contract. The motion was seconded by Laura Porter and approved unanimously. Staff was asked to code underinsured motorist (UIM) and medical malpractice claims and report next year about the frequency and severity of those cases.

Pool 1994-1995 Joint Self-Insurance Liability Policy. Vyrle Hill moved to approve the recommended changes to section 5(B) of the liability policy that the Pool does not pay past salary or wages for liability arising out of employment relations. The motion was seconded by Steve Lowe and approved unanimously.

Steve Lowe moved to approve the recommended changes to section 5(G) of the liability policy to clarify that the Pool was providing coverage for spectator liability arising

out of certain municipal activities. The motion was seconded by Gordon Hey. John Nacht moved to amend the motion to include coverage for spectator liability arising out of fireworks displays or exhibitions. The motion was seconded by Dick Dixon, but was defeated. The original motion was then approved unanimously.

No motion was made to amend section 5(L) of the liability policy to delete the exclusion for fireworks, or for any other changes in the document. Vyrle Hill then moved to approve the amended liability policy for use as the Risk Pool's 1994-1995 Joint Self-Insurance Liability Policy. The motion was seconded by Laura Porter and approved unanimously.

"Good Practice" Safety Guidelines. Laura Porter moved to amend the Risk Management Policy to include a loss control program evaluation as recommended, but with modifications to require sheriff training completion within one year after policy adoption, require new employee safety training, and Risk Pool Board review of a pilot driver training credit program by October, 1996. The motion was seconded by Frank Bishop and approved unanimously. The maker and seconder of the motion stated that it was not their intent at this time to include possible Risk Pool penalties or punishments as part of their motion.

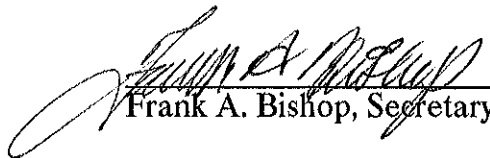
Program Stability. Program stability was an information item, and no action was taken.

OTHER BUSINESS:

Future Meetings. Future Board workshops and meetings in 1994 are as follows:
Summer Annual Meeting -- July 19-20 -- Cavanaugh's Inn at the Park, Spokane
Autumn Meeting -- October 20-21, 1994 -- Holiday Inn, SeaTac


The meeting was adjourned at 12:20 p.m.

RESPECTFULLY SUBMITTED:



Frank A. Bishop, Secretary

APPROVED: 7 / 20 / 94



Neva J. Corkrum, President
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