

**WASHINGTON COUNTIES RISK POOL
BOARD OF DIRECTORS
SPRING MEETING**

MINUTES

**8:00 a.m., Thursday, April 23, 1998
Holiday Inn, SeaTac**

ATTENDANCE:

President - Dick Dixon, Grays Harbor County Commissioner
Secretary/Treasurer - Mary Jo Cady, Mason County Commissioner
Executive Committee -
 Frank A. Bishop, Cowlitz County Budget Director
 Steve M. Lowe, Franklin County Prosecuting Attorney
 Mike Shelton, Island County Commissioner
 David Goldsmith, Jefferson County Deputy Director of Public Services
 Spence Higby, Okanogan County Commissioner
 Judy Wilson, Thurston County Commissioner
 Ron Zirkle, Yakima County Chief Deputy Prosecuting Attorney
Adams County - Leon Long, Public Works Director - Alternate
Benton County - Melina Wenner, Risk Manager - Director
Cowlitz County - Rick Spangenberg, Risk Manager - Alternate
Franklin County - Neva J. Corkrum, County Commissioner - Director
Garfield County - Vern Emerson, County Commissioner - Director
Grays Harbor County - Rose Elway, Director of Management Services - Alternate
 Mary Davis, Deputy Director of Management Services - Alternate
Island County - Betty Kemp, Director of General Services Administration - Alternate
Kitsap County - Barbara Razey, Risk Manager - Director
Lewis County - Russ Wigley, County Commissioner - Director
 John Nacht, Risk Manager - Alternate
Okanogan County - Dan Powers, Administrative Coordinator - Alternative
Pacific County - Janet Corey, Risk Manger - Alternate
San Juan County - Dave Zeretzke, Administrative Services Director - Alternate
Skamania County - Marilyn Breckel, Administrative Services Manager - Director
Spokane County - Claude L. Cox, Risk Manger - Director
Walla Walla County - Pam Ray, County Commissioner - Alternate
Whitman County - Richard Brown, Director of Administrative Services - Director

Broker - Mike Croke, Vice President, Willis Corroon of Seattle
Marianne McCrary, CPCU, Senior Account Manager, Willis Corroon of Seattle
Risk Pool Staff - John Crawford, Executive Director
 Alicia Johnson, Claims Manager
 Jay Winter, Programs Manager
 Aileen Boren, Financial Officer

WELCOME and ROLL CALL: The meeting was called to order at 8:10 a.m. by President Dick Dixon who welcomed all in attendance and noted that a quorum was present.

BOARD WORKSHOP: The meeting followed a Board Workshop held on Wednesday, April 22nd from 1:00 p.m. until 3:25 p.m. Clallam County Director of Personnel and Risk Management Marjorie Upham, Clallam County Safety/Training Specialist Toni Gilbert, and Thurston County ACAO Dotty Tryk also attended the Workshop. Workshop agenda items included a presentation on experience rating by Coopers & Lybrand actuary Kevin Wick, a presentation on a membership compact by Risk Management Committee members John Nacht and Melina Wenner, and a discussion on the joint self-insurance liability policy led by John Crawford and Alicia Johnson.

APPROVALS:

Agenda: The agenda was approved as printed, and a request by Frank Bishop for personnel job reclassification was added to the end.

Minutes: Mike Shelton moved to approve the minutes of the February 5th Winter Meeting in SeaTac. The motion was seconded by Russ Wigley and approved.

DISCUSSION AND ACTION:

WSAC L&I Retro Service Contract: Frank Bishop moved to approve the proposed Service Contract with the Washington State Association of Counties to provide administrative services for its L&I retrospective rating program. The motion was seconded by Russ Wigley and approved.

Experience rating modifications: Claude Cox moved to approve proposed amendments to the underwriting policy to include an experience-rating modifier to the present premium calculation. The motion was seconded by Ron Zirkle and approved without dissent.

Revisions to actuary contract: Claude Cox moved to approve a revised actuarial service agreement as proposed. The motion was seconded by Frank Bishop and approved.

Membership compact: John Nacht moved to approve a membership compact as proposed, to request the Risk Management Committee develop the compact idea further, and bring back for board approval specific parts of the compact. The motion was seconded by Frank Bishop and approved.

Joint Self-Insurance Liability Policy:

- **Underinsured motorist (UIM) liability.** Ron Zirkle moved to revise the joint self-insurance liability policy to reduce underinsured motorist benefits to \$100,000 per occurrence. John Nacht seconded the motion. Spence Higby moved to amend the motion to provide a \$10,000 deductible on the UIM coverage for all members. The motion was seconded by Russ Wigley, but was not approved. The original motion was approved with one dissent. Counties with deductible elections larger than \$100,000 will not have Risk Pool UIM coverage.
- **Year 2000 (Y2K) computer errors and omissions.** Mike Shelton moved to direct staff to survey members to determine what they have done to become Y2K compliant, and to report back at the next meeting. The motion was seconded by Neva Corkrum and approved.
- **Employment Practices Liability stop gap coverage (Fray vs. Spokane County).** Mike Shelton moved to broaden our policy to include employment practices liability stopgap coverage, effective as of October 1, 1997. The motion was seconded by Russ Wigley and approved.

Mike Croke will check with our reinsurance companies whether the effective date of the coverage can be earlier.

REPORTS:

Executive Committee: A copy of the minutes of the December 4th meeting of the Executive Committee was included in the meeting materials.

Member Counties: Members reported about overcrowded and new jail and juvenile detention projects, growth management, and other activities.

Programs: Jay Winter reported that members are starting to send managers to the state Human Resource Education & Liability Prevention (HELP) Academy for Managers. He announced that the Risk Pool is sponsoring our annual jail liability seminar next month. Jay also distributed a list showing member responses to loss control evaluation self-assessments.

WSAC Legislative Steering Committee: Judy Wilson is co-chair of the WSAC Legislative Steering Committee and reported on Referendum 49, funding for the Becca bill, and efforts by telecommunications companies to eliminate franchise fees for use of the public right-of-ways.

Finances: Aileen Boren distributed the financial report for the first quarter.


Willis Corroon Casualty Risk Analysis: Mike Croke reported that casualty risk analysis reviews have already been performed in 1998 for Lewis and Adams Counties. San Juan, Okanogan, Jefferson, Pacific, Spokane, Benton, Yakima, Chelan, and Franklin Counties are being scheduled for visits later this year.


Personnel: Frank Bishop asked about the process for staff promotions. John Crawford will work with Personnel Committee Chair Mary Jo Cady, then present a proposal to the Executive Committee for action at the next board meeting.

Future Board Meetings: The Summer Workshop and Annual Meeting will be Thursday and Friday, July 23-24 at the Enzian Inn in Leavenworth, and the Autumn Board Meeting will be Thursday, October 22nd at the TRAC facility in Pasco.

With no further business, the meeting was adjourned at 11:36 a.m.

MINUTES APPROVED: 7 / 24 / 98


Dick Dixon, President
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Attest: 
Mary Jo Cady, Secretary