

**WASHINGTON COUNTIES RISK POOL  
EXECUTIVE COMMITTEE**

**MINUTES**

**9:30 a.m., Thursday, December 12, 1995  
Holiday Inn, SeaTac**

**ATTENDANCE:**

President - Mike Shelton, Island County Commissioner  
Steve M. Lowe, Franklin County Prosecuting Attorney  
Deborah Broughton, Kitsap County Director of Administrative Services  
Judy Wilson, Thurston County Commissioner  
Richard A. Brown, Whitman County Director of Administrative Services

Washington Counties Insurance Fund Executive Committee -  
Chair Sandi Strawn, Benton County Commissioner  
Vice Chair Marv Faughender, Mason County Commissioner  
Executive Chair Nora Mae Keifer, Whitman County Commissioner  
Chair Counsel Bob Paylor, Grays Harbor County Commissioner  
WCIF Staff - Kitty Wallace, Benefits Director  
Rita Fanning, Accounting/Operations Manager  
Broker - Mike Croke, Vice President, Willis Corroon of Seattle  
Risk Pool Staff - John Crawford, Executive Director  
Alicia Johnson, Claims Manager  
Jay Winter, Training Coordinator  
Aileen Boren, Administrative Assistant

**WELCOME and ROLL CALL:** The meeting was called to order at 9:40 a.m. by President Mike Shelton who welcomed all in attendance.

**JOINT MEETING:** The Executive Committee met with the Washington Counties Insurance Fund Executive Committee regarding the administrative services agreement for 1996. The WCIF would like a six month extension of the agreement, through June, 1996.

**APPROVALS:**

**Minutes:** Debbie Broughton moved to approve the minutes of the September 15th Meeting at Tumwater. The motion was seconded by Judy Wilson and approved.

**Vouchers:** Steve Lowe moved to approve the vouchers. The motion was seconded by Dick Brown and approved.

**REPORTS:**

**Board Autumn Meeting:** The minutes of the October 20th Meeting of the Board of Directors was included in the meeting materials.

**WSAC Legislative Agenda:** Mike Shelton gave highlights of the WSAC Legislative Agenda approved by the association.

**Personnel Committee:** Debbie Broughton reported about the November meeting of the Personnel Committee and its schedule to complete its review and report by the April Board Meeting.

**Executive Director:** John Crawford distributed a copy of a speech that State Risk Manager John Nicholson gave at the PRIMA chapter meeting. John also reported that Yakima County would like to join the Pool as of January 1st. Steve Lowe moved that subject to underwriting approval by our reinsurance company, a special meeting by phone conference be called before January 1st for the purpose of voting on the application. The motion was seconded by Richard Brown and approved.

**Claims:** Alicia Johnson reported on a large lawsuit against Kitsap County presently in trial in Pierce County regarding a tree that blew down in a windstorm.

**Programs:** Jay Winter discussed the progress on discussions with the Washington State Criminal Justice Training Commission on a skid car training program, and development of a proposal which separated the training from the WSCJTC.

**PREPARATION FOR WINTER BOARD MEETING:**

**Risk Pool Interlocal Agreement:** After discussion, no recommendations were made for changes to the Interlocal Agreement.

**Loss Control Program Evaluations:** The adult jail and juvenile detention safety standards will be sent to Directors for them to review with their administrators before the January meeting.

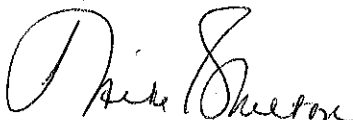
**Strategic Planning:** A new item will be placed on the agenda regarding whether and how we should approach planning for long-range decisions which face a pool that we should be looking at.

**OTHER BUSINESS:**

**Future Board Meetings:** The Winter Board Meeting will be Thursday, January 18, 1996 at 9:30 a.m. at the SeaTac Holiday Inn. The Next Executive Committee Meeting will be Thursday, March 14, 1996 at 9:30 a.m. at the West Coast Sea-Tac Hotel.

The meeting was adjourned at 1:40 p.m.

MINUTES APPROVED: 217108



Mike Shelton, President  
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Attest:   
Marjorie Upham Rood, Secretary