

**WASHINGTON COUNTIES RISK POOL
EXECUTIVE COMMITTEE**

MINUTES

**9:30 a.m. Thursday, September 16, 1999
WestCoast Sea-Tac Hotel, SeaTac**

ATTENDANCE:

President – Mary Jo Cady, Mason County Commissioner
Secretary/Treasurer – R. S. Zirkle, Yakima County Chief Deputy Prosecuting Attorney
Executive Committee –
Marilyn Breckel, Skamania County Administrative Coordinator
David Goldsmith, Jefferson County Deputy Director of Public Services
Steve M. Lowe, Franklin County Prosecuting Attorney
Si A. Stephens, San Juan County Auditor
Mike Shelton, Island County Commissioner
Melina Wenner, Benton County Risk Manager
State Risk Management – John Nicholson, Local Government Programs
Broker – Mike Croke, ARM, Senior Vice President, 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 9:45 a.m. by President Mary Jo Cady who welcomed all in attendance and noted that a quorum was present.

APPROVALS:

Agenda: The agenda was approved as printed.

Minutes: Si Stephens moved, with the change of word from Risk Management Committee to Risk Management Compact, to approve the minutes of the June 24th Meeting in SeaTac. The motion was seconded by David Goldsmith and approved.

Joint Self-Insurance Liability Policies: The declarations pages of the Joint Self-Insurance Liability Policies for the 1999-2000 policy year were signed by the President and Secretary.

Premium Billings: The committee reviewed the final spreadsheets used for the premium billings. No member changed worker hours, licensed vehicles or deductible elections. Thirteen members chose to increase their limits to \$15 million per occurrence.

Vouchers: Si Stephens moved to approve the vouchers. The motion was seconded by Mike Shelton and approved.

Executive Sessions: The committee went into executive session for twenty minutes to discuss personnel matters, then went into executive session for twenty-five minutes to discuss claims litigation.

DISCUSSION AND ACTION:

Nominating Committee: Judy Wilson resigned from the Executive Committee on August 29th. Acting as the Nominating Committee, Mary Jo Cady asked for nominations for the unexpired one-year Executive Committee position through September 30, 2000. Adams County Public Works Director Leon Long, Cowlitz County Director of Administrative Services Frank A. Bishop, and Pacific County Administrative Officer Vyrle L. Hill have expressed interest in filling the vacant position. Mike Shelton moved to advance all three nominees and to open the floor at the Autumn Meeting for additional nominees. The motion was seconded by Ron Zirkle and approved.

Bylaws: Mike Shelton moved to recommend that Article I of the Bylaws be revised to delete the requirement that the Pool offices have to be located in a member county. The motion was seconded by David Goldsmith and approved.

Building: Marilyn Breckel moved to recommend that if the Bylaws are amended as proposed, that the Risk Pool seek appropriate tenants for the vacant space, and that reasonable minimal remodel costs be authorized for internal building security between the Risk Pool and the new tenant. The motion was seconded by David Goldsmith and approved.

Administrative Budget: John Crawford will work on revising the projected revenue and expenditure budget, and will put it on the agenda for the Autumn Board Meeting.

REPORTS:

Board of Directors: The minutes of the July 23rd Annual Meeting of the Board of Directors were included in the materials.

Underwriting Committee: Marilyn Breckel reported that the underwriting committee will meet in Yakima on the morning of October 20th to review property pooling.

Risk Management Committee: David Goldsmith reported that nine counties had signed and returned the Risk Management Compact.

Personnel Committee: Ron Zirkle had reviewed some national information regarding salaries and benefits of claims personnel.

Reinsurance: Mike Croke received a preliminary quote from Swiss Re with two options for aggregate excess cover to cap losses within the Risk Pool's self-insured layer. The committee asked that this be tabled until next year, and for our actuaries to provide information on aggregate excess cover as part of the premium ratemaking report next Summer.

OTHER BUSINESS:

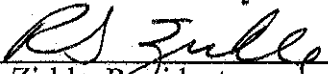
Future Meetings: Future Executive Committee Meetings were approved as follows:

- Thursday, December 2, 1999 at WestCoast Sea-Tac Hotel

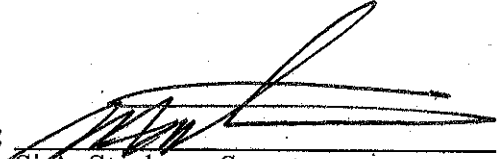
- Thursday, March 16, 2000 at SeaTac
- Tuesday, June 27, 2000 at Ocean Shores (before WSAC Summer Convention)
- Wednesday, October 4, 2000 at Kennewick (during WACO Annual Conference)

With no further business, the meeting was adjourned at 1:20 p.m.

MINUTES APPROVED: 12 / 2 / 99



R. S. Zirkle, President
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Attest: 

Si A. Stephens, Secretary