

**WASHINGTON COUNTIES RISK POOL  
EXECUTIVE COMMITTEE**

**MINUTES**

**6:30 p.m. Tuesday, October 3, 2000  
WestCoast Tri-Cities Hotel, Kennewick**

**ATTENDANCE:**

President – Si A. Stephens, San Juan County Auditor  
Secretary/Treasurer – Mary Jo Cady, Mason County Commissioner  
Executive Committee –  
Marilyn Breckel, Skamania County Administrative Services Manager  
David Goldsmith, Jefferson County Deputy County Administrator  
Vyrle L. Hill, Pacific County Administrative Officer  
Steve M. Lowe, Franklin County Prosecuting Attorney  
Mike Shelton, Island County Commissioner  
Melina Wenner, Benton County Risk Manager  
R. S. Zirkle, Yakima County Chief Deputy Prosecuting Attorney  
Broker – Mike Croke, ARM, Senior Vice President, Willis Corroon of Seattle  
Risk Pool Staff - John Crawford, Executive Director  
Alicia Johnson, Claims Manager

**WELCOME and ROLL CALL:** President Si Stephens called the meeting to order at 6:46 p.m., welcomed all in attendance, and announced that a quorum was present.

**APPROVAL:**

**Minutes:** Mary Jo Cady moved to approve the minutes of the June 27th Meeting in Ocean Shores. The motion was seconded by Mike Shelton and approved.

**Interlocal Agreement:** The President signed the Interlocal Agreement with Thurston County.

**Joint Self-Insurance Liability Policies:** The President and Secretary signed the Joint Self-Insurance Liability Policies for the new policy year.

**Premium Billings:** Vyrle Hill moved to approve the premium spreadsheet with final revisions to some counties' exposure bases and limits, and which added Thurston County. The motion was seconded by Mary Jo Cady and approved.

**Financial Report and Vouchers:** Steve Lowe moved to approve the vouchers. The motion was seconded by Marilyn Breckel and approved. The President and Secretary signed a new bank signature card.

**REPORTS, DISCUSSION AND ACTION:**

**Minutes of Board Annual Meeting:** The minutes of the Annual Meeting of the Board were included in the meeting materials.

**Reinsurance:** Mike Croke reported that Swiss Re Associate Account Executive Vincent Friscia and Claims Supervisor Quentin Moore visited the Risk Pool on September 26th. Vince provided

a quote for an additional excess layer of \$5 M x \$15 M. After a discussion, Steve Lowe moved to offer the additional excess layer as a voluntary election. The motion was seconded by Mary Jo Cady and approved. Mike reported that both reinsurance companies have provided binders of coverage and are giving a two-year extended term.

**Claims:** Alicia Johnson reported that there are only 10 active claims in the first six years, and 36 open claims in year seven. There are presently 628 open claims in all years. PricewaterhouseCoopers is performing a reserve report that should be completed in time for the Autumn Board Meeting.

**Finance Committee:** The President confirmed the appointment of Vyrle Hill to chair the Finance Committee, and committee members Rose Elway, Mike Shelton, Si Stephens and Ron Zirkle. The committee work plan and calendar for the new year were also discussed, with the committee developing a standardized Board presentation format for finances.

**Underwriting Committee:** The President appointed Marilyn Breckel and Steve Lowe to continue to co-chair the Underwriting Committee for the new year, and appointed committee members Janet Corey, Neva Corkrum, Leon Long, Randy Watts and Ron Zirkle. The committee will review coverage issues and insurance products during the year.

**Risk Management Committee:** The President confirmed the appointment of David Goldsmith to chair the Risk Management Committee, and committee members Richard Brown, Clyde Carpenter, Mary Davis, Betty Kemp, Barbara Razy, Melina Wenner and David Zeretzke. David reported that the committee met on September 13<sup>th</sup> and reviewed the Membership Compact responsibilities, tasks and functions for members and staff. Other topics for the committee include drivers' licenses checks, driver training, public works safety management systems, employment practices and probation officer risk management.

**Personnel Committee:** The President appointed Ron Zirkle to continue to chair the Personnel Committee, and appointed committee members Julie Allan, George Bailey, Marjorie Upham and Jim Zdilar. The committee will review some staff job classifications.

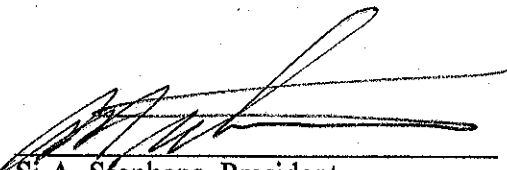
**Executive Director:** John Crawford provided a draft report on the Organizational Development Process Performance Management System for Plan Year 2000. David Goldsmith will lead the planning session at the Autumn Board Meeting.

**ADJOURN:** With no further business, the meeting was adjourned at 9:20 p.m.

**FUTURE EXECUTIVE COMMITTEE MEETINGS:**

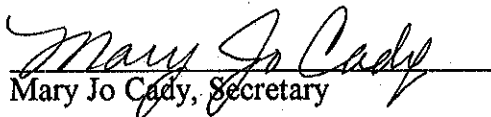
- February 2001 – SeaTac or Tumwater (afternoon) coordinate with WSAC Legislative Ralley
- Tuesday, June 12, 2001 – Yakima (5:00 p.m. to 9:00 p.m.) coordinate with WSAC Summer Convention
- Tuesday, October 2, 2001 – Port Ludlow (6:30 p.m. to 9:30 p.m.) coordinate with WACO Annual Conference

MINUTES APPROVED: 2 / 15 / 2001

  
Si A. Stephens, President

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Attest:

  
Mary Jo Cady, Secretary