

**WASHINGTON COUNTIES RISK POOL
EXECUTIVE COMMITTEE**

MINUTES

**7:00 P.M., Wednesday, April 13, 2005
BW CottonTree Convention Center, Mount Vernon**

ATTENDANCE:

President – Rose Elway, Grays Harbor County Management Services/Budget/Insurance Director
Secretary/Treasurer – Randy Watts, Whatcom County Chief Civil Deputy Prosecuting Attorney
Committee Members –

Toni Gilbert, Clallam County Safety/Training Specialist

Steven M. Clem, Douglas County Prosecuting Attorney

Neva Corkrum, Franklin County Commissioner

Mike Shelton, Island County Commissioner

Leon Long, Spokane County Risk Manager / Director of Geiger Corrections Center

Jay Winter, Walla Walla County Human Resources/Risk Manager

Ron S. Zirkle, Yakima County Prosecuting Attorney

Broker – Mike Croke, Senior Vice President (Willis of Seattle, Inc.)

Risk Pool Staff –

David Goldsmith and Vyrle Hill, Interim Co-Managing Directors

Susan Looker, Claims Manager

WELCOME and ROLL CALL: President Rose Elway called the meeting to order at 7:12 p.m. after noting that a quorum was present.

APPROVAL:

Agenda: Leon Long moved to approve the agenda presented with the meeting materials, recognizing that item 4 included two elements: the financial reports and a supplemental budget request; the motion was seconded by Mike Shelton and passed.

Minutes: Mike Shelton moved to approve the minutes of the February 17th meeting at SeaTac; the motion was seconded by Randy Watts and passed.

Vouchers: Leon Long moved to approve Voucher Approval Request No. 05-03, more specifically Administration check numbers 12861 through 13034 totaling \$123,665.89 with transfers in the amount of \$8,044.89 and Claims check numbers 15602 through 15828 totaling \$1,816,614.32; the motion was seconded by Neva Corkrum and passed.

Quarterly Financial Reports: Mike Shelton moved to approve the Second Quarter (Year Q – 2004-5) financial and investment reports prepared by Accounting/Auditing Officer Sue Colbo and presented by Vyrle Hill; the motion was seconded by Leon Long and passed. Those present were briefed on the terms of the pending settlement with Discover Re.

Supplemental Budget: After reviewing and discussing the adjustments presented and requested, Leon Long moved to recommend that the Board approve a supplement appropriation for the 2004-05 administrative budget from and equal to the prior year net “carryover” of \$47,109; the motion was seconded by Neva Corkrum and passed.

REPORTS, DISCUSSION and ACTION:

Brokers Report: Mike Croke reported on the trip (March 9-11) to New York to meet with underwriting representatives. Also attending were Rose Elway, Randy Watts and Vyrle Hill. Mike thought the WCRP presentation went well, and he was encouraged by the Swiss Re representatives' comments and interest.

Mike shared his initial thoughts for the Pool to share in the property insurance program. He suggested options using both horizontal and vertical shares.

Executive Session – Claims/Litigation: The chair briefly conducted the meeting in executive session in accordance with RCW 48.62.101 between 7:42 and 7:50 p.m.

Co-Managing Directors' Reports: David and Vyrle briefed the Committee: (a) on the status of the joint purchase proposal being explored for insurance for non-profit and/or quasi-governmental entities; (b) the trade/sale of and relocation of the WCRP office, including the recent meeting with WCIF/WCIP administration whereat interest by that pool in co-location was again expressed; and (c) that we are awaiting the publication of the Financial Statements Report of the recently-completed SAO annual audit.

Executive Session – Executive Director Recruitment: After dismissing all but members of the Executive Committee and Susan Looker (*staff representative in selection process*), the Chair conducted the meeting in executive session between 8:15 and 9:15 p.m. in accordance with RCW 48.62.110. Upon returning to open session, it was decided that the Executive Committee recommendations should be presented to the full board during the April 14, 2005 meeting.

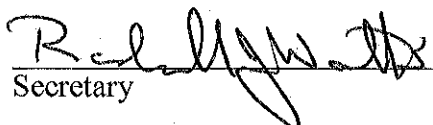
Future Meetings: The Committee is scheduled to meet June 30th at the Radisson in SeaTac (*formerly the Prime Hotel*).

With no other business, the meeting was adjourned at 9:25 p.m.

MINUTES APPROVED this 30th day of June, 2005.



President

Attest: 

Secretary