

**WASHINGTON COUNTIES RISK POOL
EXECUTIVE COMMITTEE**

MINUTES

**2:00 P.M., Friday, January 19, 2006
WCRP Building, Tumwater, Washington**

ATTENDANCE:

President – Randy Watts, Whatcom County Chief Civil Deputy Prosecuting Attorney

Secretary/Treasurer – Steve Clem, Douglas County Prosecuting Attorney

Committee Members –

Toni Gilbert, Clallam County Safety/Training Specialist

Neva Corkrum, Franklin County Commissioner

Rose Elway, Grays Harbor County Management Services/Budget Director

Mike Shelton, Island County Commissioner

Diane Oberquell, Thurston County Commissioner

Jay Winter, Walla Walla County Personnel/Risk Manager

Ron Zirkle, Yakima County Prosecuting Attorney

Risk Pool Staff –

Vyrle Hill, Executive Director

David Goldsmith, Member Services Manager

Susan Looker, Claims Manager

Rich Bodell, Loss Control Specialist

Others –

Mike Croke, Broker (Willis of Seattle, Inc.)

County Commissioners Hover, Lampe and Peterson, Okanogan County

Heidi Smith, Okanogan County Civil Deputy Prosecuting Attorney

Nanette Kullunki, Okanogan County Administrative Coordinator

Welcome and Roll Call: President Watts called the meeting to order at 2:00 p.m. by welcoming all and noting that visually he could confirm that a quorum was present. He then asked for agenda revisions... requests for short executive sessions to consider a claim settlement offer and to review a coverage concern were added following the Broker's Report.

Joint Meeting with Board of Okanogan County Commissioners: President Watts thanked the Okanogan County representatives for accepting the invitation to this meeting and asked for confirmation that the county had posted this as a special meeting. The Okanogan representative responded affirmatively. Randy then asked all present to introduce themselves and their associations.

Neva Corkrum moved to enter an "executive session" under RCW 48.62.101 to review Okanogan County's pending litigation; the motion was seconded by Rose Elway and passed. (RECORD NOTE: Commissioner Hover opened the meeting of the Board of Okanogan County Commissioners. Commissioner Lampe immediately moved to enter an "executive session" to jointly review the county's pending litigation; the motion was seconded by Commissioner Peterson and passed.) The joint meeting was conducted in executive session from 2:05 p.m. until 3:18 p.m., when the regular meeting was resumed.

With assistance from Pool staff, the Okanogan County representatives agreed to provide a letter with an action plan and address some concerns discussed including revising and/or adopting a claims management policy and training guidelines. Additionally, priority is to be given the

scheduling and performance of the Membership Compact compliance audit for the Okanogan County, as well as a risk assessment by Willis.

The Okanogan County representatives were again thanked for their attending the meeting and excused.

A short break was taken and the meeting was reconvened at 3:30 p.m.

Minutes: Mike Shelton moved to approve as drafted the minutes of the December 16, 2005 Executive Committee meeting held in SeaTac. The motion was seconded by Neva Corkrum and passed.

Vouchers: Toni Gilbert moved to approve Voucher Approval Request No. 06-03, more specifically Administration check numbers 13619 through 13677 totaling \$40,406.69 with transfers of \$33,042.69 and Claims check numbers 16785 through 16916 totaling \$592,310.26. The motion was seconded by Rose Elway and passed.

Quarterly Financial Reports: Ron Zirkle moved to approve the first quarter's financial reports for Pool Year 2006 first quarter, and the motion was seconded by Jay Winter. Following a brief overview from Vyrle Hill, the motion passed unanimously.

Settlement Agreement (New York v. Willis): The formal offer for a cash contribution of \$283.82 from the Settlement Agreement reached between New York's Attorney General and Superintendent of Insurance and Willis was considered. The amount represents slightly more than 53% of that attributed to the contingent commissions and overrides recorded by Willis for affected WCRP insurance policies (Business Property and Auto) between January 1, 2001 and December 31, 2004. Mike Croke, Willis Sr. Vice President, represented that the policies noted in the offer's documentation were the only ones issued on behalf of the Pool with contingent commissions. Ron Zirkle moved to accept the offer and authorize the WCRP Executive Director to sign the General Release that was provided. The motion was seconded by Diane Oberquell and passed.

Broker's Report: Mike Croke reported that Thurston (1/1/06) and Douglas (1/30/06) Counties had agreed to join the new Washington Counties Property Program, that quotes were prepared for Benton and Whatcom Counties, and that quotes were forthcoming in response to inquiries from Yakima and Garfield Counties. He noted all seemed to be going well, but hesitated being overly confident due to the recent rains. He also noted that the quotation process was being refined and that future communications would reflect dates that the quotes could be expected.

He noted that meetings would be held in the spring with prospective underwriters for next year's insurance program. He asked who the Pool's representatives might be... consensus was the officers, senior executive committee persons and applicable Pool staff. Probable contacts and possible dates were discussed.

Executive Session: At 4:10 p.m., Jay Winter moved to enter an "executive session" to consider a claim settlement, review a coverage concern, and to address Pool property negotiations; the motion was seconded by Rose Elway and passed.

The executive session was exited at 4:49 p.m.

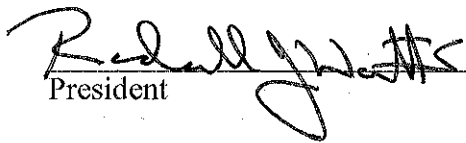
The committee unanimously concurred in supporting the settlement offer proposed by the Claims Manager in a Kitsap County matter.

Steve Clem moved to proceed with purchasing property for the Pool's headquarters as proposed in the written agenda materials, including the shared components with the Washington Counties Insurance Fund (WCIF), and further to authorize the Pool's executive director to negotiate, if interested with his WCIF counterpart, the purchase of the remainder of the building if still available. Mike Shelton seconded the motion. Discussion followed regarding using modular and/or mobile office furnishings as opposed to the "built ins" in the proposal. The executive director agreed to solicit proposals as well from the office furnishings firms presently under state contract.

Upcoming Events: Another meeting before the Spring Session (March 29-31, 2006) was discussed. The members agreed that the next meeting would be March 3rd in the SeaTac area.

Adjournment: With no further business, President Watts adjourned the meeting at 5:12 p.m.

MINUTES APPROVED this 3rd day of March, 2006.



President

Attest: 

Secretary/Treasurer