

**WASHINGTON COUNTIES RISK POOL  
EXECUTIVE COMMITTEE MEETING MINUTES**

1:00 PM, Thursday, March 24, 2011  
Lodge at Suncadia, CleElum, Washington

**ATTENDANCE:**

President – Marilyn Butler, Alternate Director – Skamania County Risk Manager

Secretary/Treasurer – Steve Bartel, Director – Spokane County Risk Manager

Executive Committee Members –

Keith Goehner, Director – Chelan County Commissioner

Mark Wilsdon, Director – Clark County Risk Manager

Steve Clem, Director – Douglas County Prosecuting Attorney

Rose Elway, Alternate Director – Grays Harbor County Director of Mgmt Services & Budget

Lee Grose, Director – Lewis County Commissioner

Andrew Lampe, Director – Okanogan County Commissioner

Tammy Devlin, Alternate Director – Thurston County Risk Manager

Jay Winter, Director – Walla Walla County Personnel / Risk Manager

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

Vyrle Hill – WCRP Executive Director (*ex-officio*)

Risk Pool Staff –

Susan Looker – Claims Manager

Jill Lowe – Loss Control Coordinator

Others –

Michael Croke, Area Senior Vice President – AJGRMS, Inc.

Elizabeth Miser, Area Vice President – AJGRMS, Inc.

**Call to Order, Welcome, Roll Call and Agenda:** President Butler called the meeting to order at 1:03 p.m. and welcomed those attending. She announced that she could confirm visually that all committee members were present. She then asked if there were any changes to the circulated, preliminary agenda; none were requested or suggested.

**Minutes:** L. Grose moved and S. Bartel seconded for approval of the minutes as presented of the March 18, 2011 telephonic Executive Committee meeting; *the motion passed without dissent.*

**Insurance Producer (Broker) Services Agreement:** R. Watts moved and J. Winter seconded for reconsideration of the related action taken by the Committee during the prior (March 18, 2011) telephonic meeting; *the motion passed without dissent.*

The changes to the 3-year contract proposal for insurance producer (broker of record) services recently requested by Mike Croke (following the prior Committee meeting) that are suggested by legal counsel for Arthur J Gallagher Risk Management Services, Inc. were discussed briefly. S. Clem moved and K. Goehner seconded to approve the requested changes and the resulting Consultant Agreement with Arthur J Gallagher Risk Management Services, Inc. for Insurance Producer (Broker) Services commencing January 1, 2011; *the motion passed without dissent.*

**Adjournment:** With no further business for the Committee to consider, President Butler adjourned the meeting at 1:09 p.m.

MINUTES APPROVED this 16<sup>th</sup> day of June, 2011.

Marilyn Butler  
President

Attest: Steve Bartel  
Secretary/Treasurer