

WASHINGTON COUNTIES RISK POOL
BOARD OF DIRECTORS WORK SESSION and MEETING
MINUTES

Thursday - Friday, July 22 & 23, 2010
Red Lion Hotel, Wenatchee, Washington

ATTENDANCE:

* denotes Executive Committeeperson

Adams County:	Linda Reimer, Clerk of the Board – Alt. Director (<i>Friday</i>)
Benton County:	Melina Wenner, Human Resources/Risk Manager – Director Bryan Perry, Safety/Training Coordinator – Alt. Director (<i>Friday</i>)
Chelan County	* Keith Goehner, Commissioner – Director
Clallam County:	Marge Upham, Human Resources Director – Director Melissa Turner, Safety/Training Officer – Alt. Director
Clark County:	Mark Wilsdon, Risk Manager – Director
Columbia County:	Drew Woods, Public Works Director - Director
Cowlitz County:	Clyde Carpenter, Risk Manager - Director
Douglas County:	* Steve Clem, Prosecuting Attorney/Coroner – Director Thad Duvall, Auditor – Alt. Director
Franklin County:	Ryan Verhulp, Chief Civil Deputy Prosecuting Attorney – Alt. Director
Garfield County:	Dean Burton, Commissioner – Director
Grays Harbor County:	* Rose Elway, Director, Management Services/Budget – Alt. Director Dale Gowan, Central Services Director – Alt. Director (<i>Thursday</i>)
Island County:	Betty Kemp, General Services Director – Alt. Director
Jefferson County:	David Alvarez, Chief Civil Deputy Prosecuting Attorney – Alt. Director
Kitsap County:	* <i>Not represented</i>
Kittitas County:	Lisa Young, Human Resources Manager/Safety Officer – Director
Lewis County:	* Lee Grose, Commissioner – Director Harry Green, Risk Manager – Alt. Director
Mason County:	Monty Cobb, Chief Civil Deputy Prosecuting Attorney – Alt. Director Lynda Ring-Erickson, Commissioner (<i>Thursday</i>) Dawn Twiddy, Risk Manager (<i>Thursday</i>)
Okanogan County:	* Andrew Lampe, Commissioner – Director Nanette Kallunki, Administrative Director – Alt. Director (<i>Thursday</i>)
Pacific County:	Bryan Harrison, Administrative Officer - Director
Pend Oreille County:	Laura Merrill, Commissioner – Director
San Juan County:	Pete Rose, County Administrator – Director David Kelly, Deputy County Administrator – Alt. Director
Skagit County:	Billie Kadrmass, HR/Risk Manager - Director
Skamania County:	* Marilyn Butler, Risk Manager – Alt. Director, Secretary/Treasurer
Spokane County:	* Steve Bartel, Risk Manager - Director
Thurston County:	Sandra Romero, Commissioner – Director * Tammy Devlin, Risk Manager – Alt. Director
Walla Walla County	* Jay Winter, Personnel/Risk Manager – Director, President
Whatcom County:	* Randy Watts, Chief Civil Deputy Prosecuting Attorney – Director
Yakima County:	Larry Peterson, Senior Deputy Prosecuting Attorney – Director
Washington OFM:	Shannon Stuber, LGSi Program Administrator
Broker Services:	Mike Croke, Senior Area Vice President – AJGRMS, Inc. Liz Miser, Area Vice President – AJGRMS, Inc. Jackie Bell, Account Manager – AJGRMS, Inc. Janette Ladley, Account Manager – AJGRMS, Inc.

Others: Rich Vincelette, ACE (*Friday*)
Leslie Conti, Chartis (Lexington) (*Friday*)
Kevin Wick, Managing Director, PwC LLP (*Thursday*)

WCRP Staff: Vyrle Hill, Executive Director
David Goldsmith, Member Services Manager
Jill Lowe, Loss Control Coordinator
Susan Looker, Claims Manager
Sue Colbo, Accounting/Auditing Officer
Claire Thompson, Administrative Assistant

LUNCHEON - RECOGNITION AND AWARDS: During the luncheon on Thursday, July 22nd, Executive Director Vyrle Hill and Member Services Manager David Goldsmith presented a short program highlighting the development of the Pool and membership milestones. Mr. Hill provided membership certificates for each of the counties represented.

They also presented Dragon Awards to recognize county members for best combined loss severity and frequency. For the period of Py1997-04, Columbia County received the Golden Dragon Award; Benton County received the Silver Dragon Award; Garfield, Lewis and Pend Oreille Counties received Bronze Dragon Awards; and Yakima County received the Copper Dragon Award. For the period of Py2005-09, Garfield County received the Golden Dragon Award; Benton and San Juan Counties received Silver Dragon Awards; Columbia County received the Bronze Dragon Award; and Douglas County received the Copper Dragon Award.

Mr. Hill acknowledged Rose Elway for attending 72 of 84 possible board meetings, the most of any Director or Alternate Director. He also recognized Marilyn Butler (61), Marge Upham and Betty Kemp (53), and Steve Lowe (51) for their participation over time.

Susan Looker, Claims Manager, received a 20-year service award. She joins Marge Upham, Vyrle Hill, Rose Elway, Marilyn Butler and Steve Lowe as active representatives serving at least 20 years. Claire Hauge, Randy Watts and David Goldsmith received 15-year service awards. They join Jay Winter, Betty Kemp, Claire Thompson and Melina Wenner as active representatives serving 15 years. Sue Colbo and Linda Reimer received 10-year service awards. They join Dean Burton, Clyde Carpenter, Tammy Devlin and Candy Drews in serving 10 years. Ed Holm, Larry Peterson and Steve Bartel received 5-year service awards and join several representatives in serving 5 years.

CALL TO ORDER / WELCOME: WCRP President Jay Winter called the Board of Directors' Work Session to order Thursday, July 22, 2010 at 1:32 p.m. and welcomed all in attendance. He asked Keith Goehner, representing the county wherein the meeting was taking place, to say a few words. Sue Colbo made a few comments about the dinner event at Ohme Gardens.

President Winter then began the work session by changing the order of the agenda to start with the Staff Reports and Recommendations.

STAFF REPORTS:

Member Services: David Goldsmith, Member Services Manager, reported that he and Executive Director Vyrle Hill had completed 21 annual county visits and also two visits to non-member counties. He reported, in general, counties are satisfied with services and coverage, even though costs have increased.

Regarding WCPP, appraisals are complete and reports are being sent to the members as they are being received. Values will be updated by the Pool, and members are to call Claire Thompson if they have questions or need help with the Property Inventory Management System (PIMS).

Claims: Claims Manager Susan Looker gave an overview of Claims and Reserves via a PowerPoint presentation. She noted the high cost of employment claims. She also reviewed the Pre-Defense Review program and indicated she felt the money was well spent to mitigate claims.

COMMITTEE REPORTS:

Underwriting Committee: Mr. Goldsmith led a review of the proposed changes to be made to the Claims Handling Policies and Procedures, Articles 8 and 10 of the Bylaws, and the Joint Self Insurance Liability Policy, all resulting from the Board's acceptance of the recommendations of the Business Model Task Force. Summaries of changes include:

Claims Handling Policies and Procedures

New Section B: Definitions; provides specific definitions to terms used in the policy.

New Sub-section D.2: Untimely/Tardy Reporting; establishes enforcement mechanism to assure timely reporting.

Revised Section E: Claim Administration; specifies Pool's and Member Counties' responsibilities in administering claims, establishing reserves, file maintenance and coverage determinations.

Revised Section F: Claims Management and Resolution; specifies the Pool's responsibilities and its delegation of authority back to a Member to manage and resolve claims. Incorporates the process for Waiver of Coverage as provided in the JSILP.

Revised Section G: Legal Defense and Administration; consolidates existing policy into single section. Articulates the Pool's role and responsibility in assigning Pool-designated defense counsel; the two-client relationship of defense counsel; withdrawal of the Pool's designation of defense counsel; and communications between defense counsel, the Pool and the Member (insured).

New Section H: Compliance and Enforcement of Member Obligations; sets up enforcement options to assure the provisions are adhered to.

Bylaws, Articles 8 and 10

Revisions to this document incorporate a two-level appeal process (required by the new pooling WACs) for coverage determinations or enforcement actions, and provides enforcement mechanism for member obligations.

Revised Article 8: Coverage Determination and Appeal; establishes how coverage determinations are made and administered, and provides a two-level appeal process.

New Article 10: Compliance and Enforcement of Member Obligations; provides a range of enforcement mechanisms which may be imposed by the Executive Director to assure compliance with the provisions of the Pool's Interlocal Agreement and Membership Compact, Bylaws, JSILP, or the Claims Handling Policies and Procedures.

Joint Self Insurance Liability Policy (Py2011)

Article 3.G: Limits of Insurance, adds rodeo spectator coverage.

Article 7: Conditions and Responsibility, adds compliance with the Claims Handling Policies and Procedures to the members' explicit obligations under the JSILP.

RECESS: President Winter recessed the meeting at 2:36 p.m. and reconvened at 2:43 p.m.

ACTUARIAL REPORT: Kevin Wick of PricewaterhouseCoopers LLP presented a rating review for Py2011. The expected changes in the 2011 Loss Rates (for the \$100,000 Pool Retention layer) are +9.8% for General Liability, +28.1% for Employment Practices Liability, and -39.0% for Automobile Liability, for a Weighted Total of +9.6%. The expected 2011 Loss Base Rates (excluding deductible credits) per thousand worker hours (for the \$100,000 Pool Retention layer) are \$250.09 for General Liability, \$67.54 for Employment Practices Liability, and \$58.42 for

Automobile Liability. And if the Pool chose to fund 2011 at a different confidence level, the adjustment factors ranged from -3.0% (50% confidence level) to +76.0% (99% confidence level).

PRODUCER'S (BROKER) REPORT: Mike Croke of AJGRMS, Inc. introduced Jackie Bell and Janette Ladley to the Board. He noted there has been \$16,701,590 more in losses (open and closed) year-over-year between March 2009 and March 2010. He reviewed the liability program and the placement of coverage for Py2011. The quote from Lexington for the \$8M x \$2M layer is as much as \$65K higher than a quote from Allied World Assurance Corp. for the same layer of coverage; however, Steve Clem asked if it might be good to stay with Lexington for this layer as they are providing other coverage for competitive prices. Mr. Croke indicated that might be appropriate, and also noted that the Pool could add an aggregate on the \$1M x \$1M layer, just as they already have with ACE on the \$900K x \$100K layer. He is still communicating with insurers to get the best prices possible.

Liz Miser presented information on the property program. She indicated the loss and expense ratio for the first five years of the program is 93%, which is not low enough to make much profit for the insurers. Three of the years were excellent, but two years included floods and windstorms with high losses. She also noted the new RMS rating system, a scientific analysis of potential risks, is impacting the risk evaluations of insurers. Due to losses and also the new RMS system, the catastrophic coverage for earthquakes and floods will most likely be reduced from \$250M to \$200M. She did not see any significant cost decreases for increases in deductibles. The overall rate of the premiums is proposed to decrease from .09928 to .0958 per \$100 insured value.

NOMINATING COMMITTEE - Election of Executive Committeepersons and Py2011 Officers: President Winter and Mr. Hill reviewed the elections to be held during the Board of Directors meeting. Mark Abernathy resigned from the Executive Committee effective July 23rd. The Nominating Committee met July 9, 2010, and acted to advance WCRP Directors Mark Wilsdon (Clark) and Bryan Harrison (Pacific) as nominees for the Executive Committee position with an unexpired term ending September 2012. The Board would be able to make other nominations for this unexpired term.

Due to the withdrawal of Kitsap County at the end of September 2010, there will be 27 member counties. Bylaws Article 3.A. states, "There shall be an Executive Committee which shall consist of not less than five, nor more than 40% of the number of member counties, as determined by the Board, plus the Executive Director ex officio as a non-voting member." Mr. Hill noted the Executive Committee has recommended an amendment to Bylaws Article 3.A. that would fix the size of the Executive Committee at eleven (11) plus the Pool's Executive Director ex officio. Unless the amendment is approved, however, the Executive Committee would be reduced to 10 members in October 2010.

Once the amendment is voted on, the Board will elect either four (or possibly three) Executive Committee members to new 3-year terms commencing October 2010 and continuing through September 2013. The Nominating Committee acted to advance Executive Committeepersons Marilyn Butler (Skamania), Steve Bartel (Spokane), Andrew Lampe (Okanogan), and Jay Winter (Walla Walla). The Board can make other nominations for these terms.

The Nominating Committee also advanced current Py2010 Secretary/Treasurer Marilyn Butler as its nominee for WCRP President (and Board Chair) for Py2011 and Executive Committeeman Steve Bartel as its nominee for WCRP Secretary/Treasurer for Py2011.

FINANCE COMMITTEE:

Steve Clem reported the committee had considered several items related to the Py2011 budget, workplan, and salary schedule. As these items would receive more attention during the Board meeting, Mr. Clem asked Mr. Hill to review the premium computations. Mr. Hill noted the WCPP members are carrying their rates into the plan and he has asked Mr. Croke to work with Lexington to review the rates of all the participating counties for a more equitable distribution of premiums.

ADJOURNMENT: President Winter adjourned the Thursday work session at 5:27 p.m.

CALL TO ORDER / WELCOME: WCRP President Jay Winter called the 2010 Annual (Board of Directors) Meeting to order Friday, July 23, 2010 at 8:32 a.m. and welcomed all in attendance. Around-the-table introductions were conducted. There were 46 meeting attendees with all members but Kitsap County represented. Mr. Winter followed the introductions with a reminder that each member county has one vote. He verified a quorum.

AGENDA: Keith Goehner moved for approval of the proposed agenda; Clyde Carpenter seconded; *the motion passed without dissent.*

MINUTES: Randy Watts moved for approval of the minutes of the Spring Meeting (March 25 and 26, 2010) at Suncadia, Cle Elum, Washington. Lee Grose seconded. Laura Merrill commented she was listed as the Alternate Director; she is the Director from Pend Oreille County. Mr. Hill noted the change; *the motion passed without dissent.* No questions arose regarding the minutes from March 12, June 25 and July 9, 2010 Executive Committee meetings.

BYLAWS ARTICLE 3 AMENDMENTS: David Alvarez moved to approve the Bylaws Article 3 amendments to fix the size of the Executive Committee to 11 members plus the Executive Director ex officio and clarify the committee's limitations; Marge Upham seconded; *the motion passed without dissent.*

ELECT EXECUTIVE COMMITTEE MEMBERS AND POOL'S Py2011 OFFICERS:

1. Larry Peterson moved and Dean Burton seconded to accept the Nominating Committee's report; the motion passed without dissent. The Nominating Committee's nominees were Mark Wilsdon and Bryan Harrison for the vacated Executive Committee position. Keith Goehner moved to close the nominations; Rose Elway seconded; the motion passed without dissent. Ballots were distributed to all members; Sue Colbo and Susan Looker were designated by President Winter to tally the ballots.

While the ballots were being tallied, President Winter thanked Rich Vincelette of ACE and Leslie Conti of CHARTIS for their help with the dinner at Ohme Gardens. Ms. Conti thanked the Board for inviting her to attend the Annual Meeting. She assured the members that CHARTIS (AIG) did not lose any money during the economic downturn and restructuring of her company, and that they were very happy with the WCRP account. Rich Vincelette commented he is personally handling the WCRP account and is committed to helping the Pool get through the challenging times ahead. He noted ACE is very selective about the business they decide to write. He appreciates the openness of the WCRP members.

President Winter announced the results of the ballot election: Mark Wilsdon was elected to the unexpired term vacated by Mark Abernathy, receiving 21 of the 26 votes cast.

2. Larry Peterson moved to accept the nominees advanced by the Nominating Committee for the four Executive Committee 3-year terms beginning October 2010 through September 2013 - Marilyn Butler (Skamania), Steve Bartel (Spokane), Andrew Lampe (Okanogan), and Jay Winter (Walla Walla) - and close the nominations; Rose Elway seconded. The motion passed without dissent. Larry Peterson then moved to elect the nominees by unanimous voice vote; David Alvarez seconded. *The motion passed without dissent.*
3. The Nominating Committee advanced current Secretary/Treasurer Marilyn Butler as Py2011 President and Executive Committee member Steve Bartel for Py2011 Secretary/Treasurer. Lee Grose moved to accept the nominations from the Nominating Committee, close the nominations, and elect Butler and Bartel unanimously; Rose Elway seconded. The motion passed without dissent.

OFM-LGSIP (STATE RISK MANAGER) REPORT: Shannon Stuber thanked everyone for allowing her to participate in the meeting. She commented she always looks forward to the WCRP meetings because all business is done transparently, in a relaxed, open, and cordial manner. She announced the OFM will be coming back to look at the Pool at the end of the year and they will use the SAO reports as a basis for the examination, focusing on disclosures.

ACTUARY'S REPORT: Randy Watts moved to accept the actuarial report as summarized by Kevin Wick during the Board Work Session on the previous day; Steve Bartel seconded. The motion passed without dissent.

PRODUCER'S (BROKER) REPORT: Mike Croke repeated his report from the previous day for those who had not attended the Work Session. He noted the property (Lexington) premium amount of \$2.505 million and the rate of .0958 would not be changing, and he recommended the Board approve the property program. Questions arose about the individual participating counties' premiums. Steve Bartel noted that he did not want to use the liability program's equity funds to pay for any inequities in the property program. He would like each program to have its own mod factors. There was further discussion about the property program later in the meeting. Lee Grose moved to accept the broker's report; Larry Peterson seconded. The motion passed without dissent.

STANDING COMMITTEE REPORTS:

Personnel – Tammy Devlin indicated nothing to report. She was asked by Keith Goehner if the salary schedule was reviewed. Ms. Devlin replied the salaries and the step increases were reviewed when created, and then given to the Finance Committee to maintain.

Risk Management - Steve Bartel reported that the budgeting synopsis given by Jill Lowe was complete and an accurate report of the committee's work. He had nothing further to add.

Underwriting – Randy Watts reported the committee's work was discussed in the Board Work Session. He had nothing further to add.

RESPONSES TO BUSINESS MODEL TASK FORCE RECOMMENDATIONS:

1. Randy Watts moved to accept the proposed revisions and amendments recommended by the Underwriting Committee and the Executive Committee to the Claims Handling Policies and Procedures; Steve Bartel seconded. The motion passed without dissent.
2. David Alvarez moved to accept the proposed amendments and additions recommended by the Underwriting Committee and the Executive Committee to Article 8 and Article 10 of the Bylaws, with one correction noted (Article 8.B.1. removing "issue a reservation of rights or" in the first sentence); Thad Duvall seconded. The motion passed without dissent.
3. Larry Peterson moved to approve the proposed changes and additions by the Underwriting Committee and the Executive Committee to the 2010-2011 (Py2011) Joint Self-Insurance Liability Policy; Rose Elway seconded. The motion passed without dissent.

RECESS: Due to the need for timely hotel check-outs, President Winter recessed the meeting at 9:30 a.m. and reconvened at 9:45 a.m.

FINANCIAL REPORTS: Mr. Hill noted the SAO Accountability Audit Report and Financial Statements Audit Report for Py2009 were included in the conference materials for member review. Larry Peterson moved to accept the SAO audit reports of Py2009 operations; Sandra Romero seconded. The motion passed without dissent. Mr. Hill reviewed the third quarter financial report (April – June 2010). Keith Goehner moved to accept the 3Q-2010 financial statements and report; Lee Grose seconded. The motion passed without dissent.

Py2011 BUDGET, SALARY SCHEDULE AND WORK PLAN: Mr. Hill noted the budget was discussed in the Board Work Session. He also noted he was asked by the Executive Committee to think about ways the budget could be reduced. As a response to that request, Mr. Hill

reviewed a PowerPoint presentation outlining possible further reductions in the Py2011 budget. Mr. Hill stressed that he was not proposing the reductions be made; that he was providing the information at the request of the Executive Committee and for the Board's discussion. Potential reductions were noted in the areas of staff salaries, professional services, communications, travel, operating rentals and leases, utilities, repairs and maintenance, and other miscellaneous. Lee Grose moved to approve the Py2011 Budget as presented; Monty Cobb seconded. Budget discussion ensued. Keith Goehner noted we are sharing costs to promote CTI – are we getting our money's worth? Steve Bartel noted he would support taking money out of the budget for Executive Committee travel, and he thought \$11K for prosecuting attorneys/staff to travel to Roundtables was not necessary, as most of their concerns had been addressed during the Spring 2010 Conference. Randy Watts thought it important to maintain the funds for underwriting visits. Monty Cobb would like to see continued participation by prosecuting attorneys, but noted that many are on the Board already. He was not concerned about the approximately \$27K shortfall in the budget because the Pool went into last year with a larger shortfall and managed to put funds into equity and erase the shortfall. Mark Wilsdon does not want to reduce salaries or impact COLA's. Larry Peterson moved to amend the motion to remove funds in the Py2011 Budget for prosecuting attorney participation at Roundtables; Betty Kemp seconded. The motion to amend passed without dissent. Then the motion to approve the Py2011 Budget with one reductive adjustment was passed with no dissent. Lee Grose moved to approve the salary schedule for Py2011; David Alvarez seconded. The motion passed without dissent. Laura Merrill moved to approve the Py2011 Work Plan; Keith Goehner seconded. The motion passed without dissent.

JSILP ASSESSMENTS AND WCPP PREMIUMS: The property program (WCPP) was discussed first. Mr. Hill reviewed the assessments and premiums worksheets provided in the conference materials. General comments revealed several members of the WCPP are concerned about the allocation of premiums to their members. Mr. Hill commented that members came into WCPP with a rate that has been retained, and these rates need to be reviewed and analyzed. Many counties already have their budgets set or close to being set for 2011, making it more difficult to revise the assessments for the Py2011 year. Randy Watts commented he did not want to see any equity funds of the liability program used to fund assessment shortfalls in the property program. Larry Peterson and Pete Rose commented they would like to approve the insurance program to be purchased now and let the Executive Committee analyze the apportionments of the premiums after a new analysis of the rates was received from the underwriters. Mr. Hill assured the members, if revisions are made to the rates and assessments schedules, invoicing provisions could be made for those counties that might experience difficulty paying greater amounts. Larry Peterson moved to credit the Py2010 overpayment (Kitsap County) to the Py2011 assessments; Rose Elway seconded. The motion passed without dissent. The amount of the Pool's budgeted costs for administering the WCPP (\$71,100) was approved when the Py2011 Budget was approved. Larry Peterson then moved that participating counties be invoiced for assessments based on a new analysis of rates to be provided by the Producer and/or the underwriter with the understanding that if the assessment was higher than previously computed, the member would be allowed to remit the previously computed assessment and carry forward the remaining amount into Cy2012, with interest to be charged on any unpaid balance after September 30, 2010. Mark Wilsdon seconded the motion. After some discussion, a friendly amendment was made by Pete Rose and seconded by Lee Grose that the interest charged on unpaid assessments would be the LGIP rate as of October 1, 2010. The amendment to the motion passed without dissent. The amended motion then passed without dissent. Drew Woods moved to approve 5:00 p.m. Friday, August 6, 2010 as the deadline for each participating county to provide the Executive Director with exposure data revisions in the form of a corrected and updated Schedule(s) of Values along with the county's desired deductible amount; Pete Rose seconded. The motion passed without dissent.

The Board then considered the Py2011 JSILP Deposit Assessments. Mr. Hill noted that the experience modification factors could be applied using a different method with results not as extreme as the past/present methodology. Tammy Devlin and Randy Watts both noted that this is the first year the Pool is using mod factors compounded from the prior year, and they wanted

more information about the possible results before considering making changes to how it could be applied. Lee Grose moved to approve the Py2011 JSILP Deposit Assessments as presented in the conference materials, with the exception of reductions of \$11K for prosecuting attorneys to attend Roundtable meetings and \$100,000 for the 2nd ACE layer of reinsurance, using the same methodology as Py2010; each member to provide to the Executive Director by 5:00 p.m. Friday, August 27, 2010, underwriting data corrections, deductible amount selected, and whether the county wishes to purchase the \$5M optional layer of insurance; to require by September 30, 2010 that each member pay the lesser of its Py2011 JSILP deposit assessment or 105% of its Py2010 JSILP assessment; Mark Wilsdon seconded, and the motion passed without dissent.

Larry Peterson moved to require that any remaining balance be paid by January 31, 2011; Lee Grose seconded, and the motion passed without dissent.

Lee Grose moved to charge interest on any unpaid balances (after September 30, 2010 and/or January 31, 2011) at the LGIP rate as of October 1, 2010; Larry Peterson seconded, and the motion passed without dissent.

Mr. Hill noted he would work with the Finance Committee prior to the Autumn Meeting to provide some impact models if the mod factor were applied in different ways.

PRESENTATIONS: Mr. Hill presented awards that had not been presented at the Recognition Luncheon the previous day; Ryan Verhulp and Bryan Harrison received Membership Certificates for their counties, and Linda Reimer received a personal 10-year service award and the Membership Certificate for Adams County.

GAVEL EXCHANGE AND PRESIDENT'S REPORT: President Winter addressed the members of the Board; he commented that the role of the President encompasses authority, but also teamwork. He thanked the members for the privilege of serving during a time of major changes. He then passed the gavel to President-elect Marilyn Butler, who presented a parting gift to Mr. Winter.

FUTURE MEETINGS:

Already booked are:

- **Autumn Conference and Board Meeting, Nov. 3-5, 2010: Davenport Hotel, Spokane**
- **Spring Conference and Board Meeting, Mar. 23-25, 2011: Suncadia, Cle Elum**

New:

- **Annual Summer Conference and Annual (Board of Directors) Meeting, July 20-22, 2011...** Mr. Hill noted the Marcus Whitman Hotel in Walla Walla was available and offering its rooms at the OFM rate. Larry Peterson moved to hold the 2011 Summer Conference and Annual Board of Directors Meeting at the Marcus Whitman Hotel in Walla Walla on July 20-22, 2011. Sandra Romero seconded, and the motion passed without dissent.

With the meeting's business concluded, President-elect Butler adjourned the meeting at 11:22 a.m.

MINUTES APPROVED this 5th day of November, 2010

Marilyn Butler President Attest: [Signature] Secretary/Treasurer