

WASHINGTON COUNTIES RISK POOL
BOARD OF DIRECTORS MEETING

MINUTES

Regular Meeting 9:00 a.m.

Friday, July 21, 1989

Spokane Red Lion Inn

ATTENDANCE:

President - Bill Vogler, Grays Harbor County Commissioner
Vice-President - Shirley Van Zanten, Whatcom County Executive
Treasurer - Deborah Cone, Kitsap County Director of Internal Management
Secretary - Vyrle Hill, Pacific County Administrative Officer

Benton County - Ray Isaacson, County Commissioner - Dir.
Steve Lowe, Deputy Pros. Attorney - Alt.
Chelan County - Paul Dunning, Administrative Coordinator - Alt.
Clallam County - Marjorie Upham, Personnel/Risk Management Dir. - Dir.
Jane Elvrum, Safety/Training Specialist
Cowlitz County - Joan LeMieux, County Commissioner - Dir.
Franklin County - Neva Corkrum, County Commissioner - Dir.
Don Carter, Building Supervisor - Risk Manager
Garfield County - Ron Crawford, County Commissioner - Dir.
Grays Harbor County - Mary Davis, Ins./Risk Management Analyst
Island County - Dick Caldwell, County Commissioner - Dir.
Jefferson County - B.G. Brown, County Commissioner - Dir.
Gary A. Rowe, Public Works Director - Alt.
Lewis County - Grant Kidrick, Safety/Loss Control Mgr. - Alt.
Mason County - Michael D. Gibson, County Commissioner - Dir.
Christine Freed, Budget Director - Alt.
Pacific County - Rosemarie Bay, Assistant Risk Manager - Alt.
Skamania County - Marilyn J. Breckel, Staff Assistant - Alt.
Spokane County - Claude L. Cox, Risk Manager - Dir.
Thurston County - George Barner, Jr., County Commissioner - Dir.

Visitors - Dan Powers, Okanogan County - Administrative Assistant
Steve Hullin, Corroon & Black, Inc. - Vice President
Ned Daly, Regional Vice President, Crum & Forster, Los Angeles
Cindy Reese, Claims Manager, Crum & Forster, Chicago
Davis Moore, Vice President, Worldwide Facilities, Los Angeles

Risk Pool Staff - John Crawford, Executive Director
Tom Butler, Risk Manager
Aileen Boren, Administrative Assistant

The meeting was called to order at 9:05 a.m. by President Bill Vogler. President Vogler welcomed visitors from Okanogan County, Corroon & Black, Crum & Forster, and Worldwide Facilities.

DISCUSSION:

Meeting with Excess Underwriters: Ned Daly, Crum & Forster Regional Vice President, and Cindy Reese, Crum & Forster Claims Manager, described the history of Crum & Forster and the International Surplus Lines Insurance Company, the services they provide, and the organizational structure of the Claims Department. Davis Moore, Worldwide Facilities, explained his company's affiliation to Crum & Forster and described the services it provides.

Pool's Joint Self-Insurance Policy: Steve Hullin of Corroon & Black discussed recommended changes that were stated in his letter of July 5, 1989 for the Pool's Policy. Ray Isaacson moved (a) that the Executive Committee review and debate the draft policy at its August 18th meeting, and (b) that the Executive Committee be delegated the authority to approve any revisions to the Pool's present Joint Self-Insurance Policy at its September meeting. The motion was seconded by George Barner, Jr, and approved with one dissent. Member counties should submit proposed changes to the present policy or other comments to the Pool by August 1st. John Crawford was directed to prepare and circulate a final draft before the August meeting with changes highlighted and reviewed.

APPROVAL OF MINUTES:

April 21, 1989 Board of Directors Meeting, Port Orchard: Ray Isaacson moved to approve the minutes. The motion was seconded by Shirley Van Zanten and approved.

COMMITTEE REPORTS:

Executive Committee: No Executive Report was presented.

Finance Committee:

Treasurer's Report and Voucher Approval: Deborah Cone presented the Treasurer's Report including an investment activity recap for the period from September, 1988 through June, 1989. The ending balance as of June 30th was \$3,264,586 and the net interest rate for the month was 9.07%. The expenses for the month totaled \$96,820.03 which included \$73,328.59 for the Chelan and Klickitat Counties excess general liability insurance premiums. Marge Upham moved to approve the Treasurer's Report and expenses. The motion was seconded by Mike Gibson and approved.

Deborah Cone questioned the payment to GAB Business Services, Inc., because a formal contract has not been signed and the Pool is overpaying them. John Crawford stated that the Pool has a signed operating letter agreement which contemplates a reconciliation at the end of the fiscal year in October. Vyrle Hill moved to amend the motion of the voucher approval to withhold the monthly payment of \$5,825.00 to GAB until the formal contract is signed. The motion was seconded by Deborah Cone and approved.

Deborah Cone proposed that member counties be charged interest on the due and unpaid portion of their premiums at a rate fixed as of the beginning of the policy year rather adjusted quarterly. Deborah also proposed to give coupon books to counties for their periodic payments. Ray Isaacson moved to authorize the Finance Committee to develop a payment plan for member counties. The motion was seconded by Dick

Caldwell. Mike Gibson then moved that member counties be charged interest on the unpaid portion of their premiums at a rate equal to the September Treasury Bill rate. The amendment was seconded by Ray Isaacson and both the amendment and the motion were approved.

Operations Committee:

Actuary Study: The Pool has provided Coopers & Lybrand with copies of historic loss information, worker hours, licensed vehicle totals and the draft insurance policy. Summaries of liability claims and lawsuits, worker hours, and licensed vehicles reported by member counties were distributed.

Incurred Incidents and Claims: County risk managers were sent a copy of their county historical loss run that was submitted to the actuary.

Pool Risk Management Program: The results of the Risk Management Needs Assessment Survey were distributed. The Operations Committee will review the results of the survey and needs of the member counties. The Operations Committee will propose plans for loss control training and risk management goals for next year.

DISCUSSION:

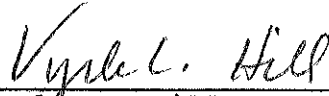
Staff Personnel Policy: Vyrle Hill discussed changes to the draft of the staff personnel policy. Board members should review the personnel policy and direct questions and comments to the Officers so that the policy can be modified before adoption by the Executive Committee on August 18th.

County Attorneys, Judges and Court Commissioners Policy Endorsement: Ray Isaacson moved to approve the policy endorsement providing legal assistance to county attorneys, judges and court commissioners for disciplinary hearings. The motion was seconded by Marge Upham and approved.

Insurance Premium: Marge Upham asked for an estimate of premiums to use for next year's budget. Shirley Van Zanten requested that the Finance Committee report as soon as possible what the premiums will be for next year.

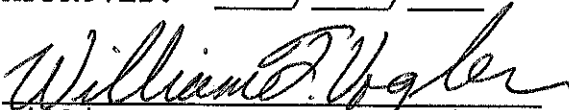
The meeting was adjourned at 12:10 p.m.

RESPECTFULLY SUBMITTED:



Vyrle L. Hill, Secretary

APPROVED: _____



William F. Vogler, President