

**WASHINGTON COUNTIES RISK POOL
BOARD OF DIRECTORS MEETING**

MINUTES

Regular Meeting 9:00 a.m.

Friday, April 6, 1990

Sea-Tac Red Lion Inn

ATTENDANCE:

President - Shirley Van Zanten, Whatcom County Executive
Vice-President - Neva Corkrum, Franklin County Commissioner
Secretary - Claude L. Cox, Spokane County Risk Manager
Past President - Bill Vogler, Grays Harbor County Commissioner

Benton County - Steve Lowe, Chief Civil Dep. Prosecuting Attorney - Dir.
Clallam County - Marjorie Upham, Director of Personnel/Risk Mgmt. - Dir.
Jim Rumpeltes, Administrative Coordinator - Alt.

Cowlitz County - Rick Spangenberg, Risk Manager

Island County - Dick Caldwell, County Commissioner - Dir.

Jefferson County - B.G. Brown, County Commissioner - Dir.

Gary A. Rowe, Director of Public Works - Alt.

Lewis County - Gregory Cox, County Commissioner - Dir.

Mason County - Michael Gibson, County Commissioner - Dir.

Kitsap County - Allen Hatten, Risk Manager - Alt.

Pacific County - Vyrle L. Hill, Administrative Officer - Dir.

San Juan County - David L. Zeretzke, Ins. Risk Manager - Alt.

Skamania County - Bob Leick, Prosecuting Attorney - Dir.

Thurston County - George Barner, Jr., County Commissioner - Dir.

Visitors - William Hight, Attorney at Law

John McCadam, Senior Vice President, Corroon & Black, Inc.

Steve Hullin, Vice President, Corroon & Black, Inc.

Michael Croke, Vice President, Corroon & Black, Inc.

Jean Kinsella, Account Assistant, Corroon & Black, Inc.

Risk Pool Staff - John Crawford, Executive Director

Aileen Boren, Administrative Assistant

A quorum present, the meeting was called to order at 9:20 a.m. by Vice President Neva Corkrum since President Shirley Van Zanten's airplane was delayed by fog. Several other members also arrived late due to airplane delays caused by the fog.

APPROVAL OF MINUTES:

February 16, 1990 Board of Directors Annual Meeting, Inn at Semiahmoo, Whatcom County: Bob Leick moved to approve the minutes. The motion was seconded by Vyrle Hill and approved.

Executive Committee, January 19th Sea-Tac: B.G. Brown moved to approve the minutes. The motion was seconded by Vyrle Hill and approved.

OFFICERS' REPORTS:

March 1st, Olympia & March 15th, Sea-Tac: Written reports were distributed to Board Members.

VICE PRESIDENT'S REPORT OF PRIMA POOL TRUSTEES' CONFERENCE: Neva Corkrum reported that the PRIMA Pool Trustees Conference at Colorado Springs was very informative and that speakers emphasized that risk management was important in the development and success of a Pool.

Copies of seminar materials that Neva received were distributed to Board Members for their information. Neva also brought copies of a PRIMA manual on Pooling, An Introduction for Public Agencies for Board members.

TREASURER'S REPORT AND VOUCHER APPROVAL: Al Hatten distributed the Treasurer's Report for Debbie Cone who was absent. Dick Caldwell moved to approve the Treasurer's Report and expenses for the month of March and April in the amount of \$15,343.99. The motion was seconded by Greg Cox and approve.

DISCUSSION AND ACTION:

Joint Self-Insurance Liability Policy: Seattle attorney Bill Hight had been asked to review the Risk Pool's Joint Self-Insurance Liability Policy. He discussed his suggested changes and answered questions from individual Board Members.

Bob Leick moved to change the new draft Section G in the Exclusions portion regarding medical malpractice to become a new subsection 2 under Section B, and to change the size of boats excluded from 26 feet to 49 feet to be consistent with the excess insurance policy. The motion was seconded by Dave Zeretzke and was approved.

After a discussion regarding the burden of administration of contractual liability where a county assumes the liability for another, Mike Gibson moved that in the definition of "insured contract" on page 11, everything after the word "damages" be deleted except the period. The motion was seconded by Dick Caldwell and was approved.

Bob Leick questioned whether a prosecuting attorney was covered by the policy when acting pursuant to statute as a school district attorney or a treasurer was covered when acting as a treasurer for a junior taxing district. To cover such cases, Vyrle Hill moved to insert additional language in Section B under the Persons and Organizations Insured to read employees, officials and volunteers are covered "...while acting in their official capacity or for the member county..." The motion was seconded by Claude Cox and was approved.

Also in Section B under the Persons and Organizations Insured, Dick Caldwell moved to insert additional language to read "...including, but not necessarily limited to,..." The motion was seconded by George Barner and was approved.

After the four changes were approved, Bob Leick moved to approve the Joint Self-Insurance Liability Policy as the Risk Pool's policy for the period, October 1, 1990 to October 1, 1991. The motion was seconded by George Barner and was approved.

Washington Counties Group Property Program: During a working lunch, John McCadam reported on the progress of the group property program and showed the printer's proof of the marketing materials that will be used.

Risk/Loss Control Program Services: John Crawford discussed broadly the risk management and loss control program services that are being provided by the Risk Pool and possible future services. At the next Board meeting in Spokane specific programs will be detailed.

John presented revised job descriptions for the Risk Manager and Claims Manager and a few changes in wording were discussed. President Shirley Van Zanten noted that these positions have been approved and that the Executive Director has the Board's approval to hire those individuals as soon as possible.

The remaining Directors' resource manuals and supplements and risk management materials were distributed to Board members.

The meeting was adjourned at 2:00 p.m.

RESPECTFULLY SUBMITTED:



Claude L. Cox, Secretary

APPROVED: 6 / 29 / 90



Shirley Van Zanten, President