

WASHINGTON COUNTIES RISK POOL  
BOARD OF DIRECTORS

MINUTES

Annual Meeting  
8:30 a.m., Friday, January 22, 1993  
Doubletree Inn at South Center, Tukwila

ATTENDANCE:

President - Vyrle L. Hill, Pacific County Administrative Officer  
Vice President - Neva J. Corkrum, Franklin County Commissioner  
Past President - Claude L. Cox, Spokane County Risk Manager  
Treasurer - Dick Dixon, Grays Harbor County Commissioner  
Secretary - Si Stephens, San Juan County Auditor

Benton County - Steve M. Lowe, Chief Civil Deputy Prosecuting Attorney - Director  
Clallam County - Marjorie Upham Rood, Dir of Personnel & Risk Management - Director  
Cowlitz County - Frank A. Bishop, Budget Director - Director  
Grays Harbor County - Rose Elway, Director, Department of Management Services - Alt.  
Island County - Mike Shelton, County Commissioner - Director  
                  Betty J. Kemp, Risk Manager - Alternate  
Jefferson County - Glen Huntingford, County Commissioner - Director  
                  Gary A. Rowe, Public Works Director - Alternate  
Kitsap County - Debbie Broughton, Dir, Department of Internal Management - Director  
Lewis County - Warren Dahlin, County Commissioner - Director  
                  John Nacht, Risk Manager - Alternate  
Mason County - Laura Porter, County Commissioner - Director  
Pacific County - Rosemarie Bay, Asst. Risk Manager - Alternate  
Skamania County - Bob Leick, Prosecuting Attorney - Director  
                  Marilyn Breckel, Staff Assistant - Alternate  
Thurston County - Jeff Watson, Chief Deputy Prosecuting Attorney - Alternate  
Whatcom County - Shirley Van Zanten, County Executive - Director

Visitors - Mike Croke, Vice President, Willis Corroon of Seattle

Risk Pool Staff - John Crawford, Executive Director  
                  Alicia Johnson, Claims Manager  
                  Aileen Boren, Administrative Assistant

**WELCOME:** The meeting was called to order at 8:45 a.m. by President Vyrle Hill who welcomed all in attendance, and especially the new county representatives.

The agenda was approved with the addition of an item regarding RCW 36.16.134.

**APPROVAL OF MINUTES:** Laura Porter moved to approve the minutes of the October 16, 1992 Autumn Meeting at Tukwila. The motion was seconded by Bob Leick and approved.

**OFFICERS' REPORTS:** No questions were asked about the written reports of the December 4th and January 8th meetings of the Officers.

**EXECUTIVE DIRECTOR'S REPORT:** John Crawford reported on finances, programs and claims.

Finances:

Willis Corroon Vice President Mike Croke gave the broker's annual report and distributed printed copies of the report.

John reviewed the Risk Pool's 1991-1992 Annual Report and the State Audit.

Si Stephens reported on risk pool financial solvency tests.

Programs:

Si Stephens reported on his attendance at the PRIMA Pool Trustees Seminar in Newport, Rhode Island in October.

John described the Pool's emphasis on training programs treating public works, law enforcement, driver training and personnel.

Claude Cox reported on the 5th Annual Summer Risk Management Conference.

Jeff Watson reported on Steve Zimmerman's health condition.

Claims:

Alicia Johnson reported on claims administration and large losses.

John distributed ratio comparisons of worker hours, claims filed, indemnity payments and premiums. He congratulated Benton, Cowlitz, Franklin, Garfield, Jefferson, Kitsap, Klickitat, and Skamania for their efforts and presented Golden Dragon Awards to those counties for good loss frequency, loss severity and combined ratios.

**DISCUSSION AND ACTION:**

**Underwriting Policy:** A Board Workshop on the Underwriting Policy was held on the afternoon of Thursday, January 21st. Coopers & Lybrand actuarial consultant Kevin Wick described the work of an actuary and the establishment of a reserve fund. Suggested changes to the proposed resolution and amendments to the policy that were made on Thursday were distributed. After discussion, Dick Dixon moved to accept the amendments. The motion was seconded by Bob Leick and approved unanimously. Steve Lowe moved to approve the resolution, Number 93-01, establishing and funding a reserve fund and amending the Underwriting Policy. The motion was seconded by Si Stephens and approved unanimously.

**Bylaws Amendments:** The Board had also reviewed the Bylaws at the Workshop on Thursday, January 21st. Revised wording changes suggested at the Workshop were reviewed. Laura Porter moved to approve the alternate form of Resolution Number 93-02 and revised Bylaws. The motion was seconded by Dick Dixon and approved with one nay vote.

**Election of Executive Committee:** Nominating Committee Chair Claude Cox reported that the committee had met on January 8th and agreed to place the following names into nomination for the designated Executive Committee terms:

January 22, 1993 to September 30, 1993:

Clallam County Personnel Director Marjorie L. Upham Rood and  
Pacific County Administrator Vyrle L. Hill

January 22, 1993 to September 30, 1994:

Franklin County Commissioner Neva Corkrum and  
San Juan County Auditor Si Stephens

January 22, 1993 to September 30, 1995:

Cowlitz County Budget Director Frank A. Bishop,  
Grays Harbor County Director of Management Services/Budget/Risk Management  
Rose Elway, and  
Spokane County Risk Manager Claude L. Cox.

The Chair called for nominations from the floor. Hearing none, Steve Lowe moved to close the nominations and cast a unanimous vote for the slate. The motion was seconded by Mike Shelton and approved unanimously.

**Election of Officers:** Nominating Committee Chair Claude Cox reported that the committee had met on January 8th and agreed to place the name of Pacific County Administrator Vyrle Hill into nomination as the President, and Franklin County Commissioner Neva Corkrum as the Secretary/Treasurer. The chair called for nominations from the floor. Hearing none, Mike Shelton moved to close the nominations and cast a unanimous vote for the slate. The motion was seconded by Frank Bishop and approved unanimously.

**Long term disability insurance:** Laura Porter moved to make long term disability insurance available for staff on a voluntary basis. The motion was seconded by Si Stephens and passed unanimously. Jeff Watson moved that electing employees would purchase the insurance rather than the employer. The motion was seconded by Laura Porter and approved.

**Future Meetings:** Vyrle called a meeting of the Executive Committee on Friday, February 19th at SeaTac.

He also confirmed future Board meetings as follows:

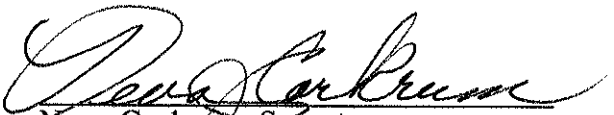
Thursday, April 22, 1993 and Friday, April 23, 1993	Afternoon Workshop Board Meeting
Wyndham Garden Hotel, SeaTac	

Tuesday, July 13, 1993                      Afternoon Workshop  
and  
Wednesday, July 14, 1992                  Board Meeting  
Cavanaugh's Inn at the Park, Spokane

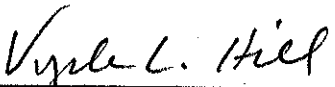
(5th Annual Summer Risk Management Conference scheduled for Thursday and Friday, July 15th and 16th at Cavanaugh's Inn at the Park, Spokane.)

The meeting was adjourned at 12:02 p.m.

RESPECTFULLY SUBMITTED:

  
Neva Corkrum, Secretary

APPROVED: 04 / 23 / 93

  
Vyrle L. Hill, President

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