

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

**MINUTES**

**9:30 a.m., Thursday, January 23, 1997  
West Coast Sea-Tac Hotel, SeaTac**

**ATTENDANCE:**

**President - Mike Shelton, Island County Commissioner  
Secretary/Treasurer - Dick Dixon, Grays Harbor County Commissioner  
Executive Committee -  
Steve M. Lowe, Franklin County Prosecuting Attorney  
Deborah Broughton, Kitsap County Director of Administrative Services  
Mary Jo Cady, Mason County Commissioner  
Spence Higby, Okanogan County Commissioner  
Judy Wilson, Thurston County Commissioner  
Richard Brown, Whitman County Director of Administrative Services  
Benton County - Melina Wenner, Risk Manager - Director  
Cowlitz County - Rick Spangenberg, County Risk Manager - Alternate  
Garfield County - Dean Burton, County Commissioner - Director  
Grays Harbor County - Rose Elway, Director of Management Services - Alternate  
Island County - Betty Kemp, Director of General Services - Alternate  
Jefferson County - David Goldsmith, Deputy Director of Public Services - Alternate  
Klickitat County - Lane Smith, County Commissioner - Director  
Lewis County - Russ Wigley, County Commissioner - Director  
John Nacht, Risk Manager - Alternate  
Pacific County - Vyrle L. Hill, County Administrative Officer - Director  
San Juan County - Si A. Stephens, County Auditor - Director  
Spokane County - Claude L. Cox, Risk Manager - Director  
Skamania County - Marilyn Breckel, Administrative Coordinator - Director  
Walla Walla County - David G. Carey, County Commissioner - Director  
Yakima County - Ron Zirkle, Chief Civil Deputy Prosecutor - Director**

**Broker - Mike Croke, Vice President, Willis Corroon of Seattle  
Risk Pool Staff - John Crawford, Executive Director  
Alicia Johnson, Claims Manager  
Jay Winter, Programs Manager  
Aileen Boren, Financial Officer**

**WELCOME and ROLL CALL:** The meeting was called to order at 9:41 a.m. by President Mike Shelton who welcomed all in attendance and noted that a quorum was present. It was reported that while on her way to the meeting Clallam County Director Marjorie Upham Rood was involved in a one car rollover accident on an icy road and was being airlifted to Harborview Hospital. The Chair called for a moment of silence and prayer for her speedy recovery. Also, Cowlitz County Director Frank A. Bishop is convalescing at home from a broken leg he sustained last weekend.

## **APPROVALS:**

**Agenda:** The agenda was approved as printed.

**Minutes:** Mary Jo Cady moved to correct the spelling of the word "overcrowding" in the Member Counties' reports on page 2, and to approve the minutes of the November 7th Autumn Meeting in Yakima as amended. The motion was seconded by Judy Wilson and approved.

## **REPORTS:**

**Member Counties:** Directors and alternates reported on storm damage and clean-up costs, drug-free results from fit-for-work CDL testing, personnel incidents, and liability losses.

**Executive Committee:** The minutes of the December 6th Meeting of the Executive Committee were included in the materials.

**Executive Director:** John Crawford reported that Kitsap County is requesting the Pool to investigate the feasibility of developing a new claims database that would be accessible to member counties and allow each county to access its own claims data on line and be able to run management reports. Pool claims staff will meet with interested county claims persons to investigate more efficient ways to access and use claims data.

John also requested that Pool staff be provided standard plan vision benefits which are estimated to be well within the personnel benefits part of the budget. Mary Jo Cady moved to provide the vision benefits. The motion was seconded and approved.

**State Audit:** Aileen Boren distributed the annual financial statements and announced that we received a clean audit for the fifth straight year. Vyrle Hill moved that the Board review changes in the confidence level at its next meeting. The motion was seconded by Claude Cox and was approved.

**Claims:** Alicia Johnson reported on the increasing number of personnel claims, and stated that the Pool has never won a defense verdict in a personnel suit.

## **DISCUSSION AND ACTION:**

**Loss Reserve Analysis / Alternative Premium Funding Methods:** Coopers & Lybrand actuary Kevin Wick distributed copies of his analysis of reserves of the Pool as of September 30, 1996. He identified current trends and the financial impact of them, and described three rating options -- experience, schedule, and refinement of the current system. Steve Lowe asked whether a report could be prepared for the next meeting analyzing severe and frequent claims to show what is driving large losses.

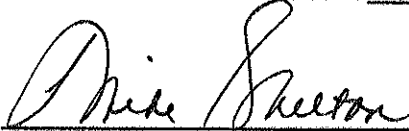
**Loss Control Program Evaluation Model Policies:** Jay Winter reported on committee meetings and the development of loss control model policies or guidelines on fairgrounds, volunteers and roads. Further action was tabled to allow members to review them further.

**OTHER BUSINESS:**

**Future Board Meetings:** The Board Orientation Workshop and Spring Meeting are on Thursday and Friday, April 24th and 25th at SeaTac; and the Board Summer Workshop and Annual Meeting are Thursday and Friday, July 17th and 18th in Leavenworth.

The meeting was adjourned at 2:05 p.m.

MINUTES APPROVED: 4 125 199



Mike Shelton, President

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Attest:   
Dick Dixon, Secretary