

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

**MINUTES**

**9:30 a.m. Thursday, October 22, 1998  
TRAC Facility, Pasco**

**ATTENDANCE:**

Secretary/Treasurer – R.S. Zirkle, Yakima County Chief Deputy Prosecuting Attorney  
Executive Committee –

Dick Dixon, Grays Harbor County Commissioner  
Steve M. Lowe, Franklin County Prosecuting Attorney  
Mike Shelton, Island County Commissioner  
Melina Wenner, Benton County Risk Manager  
Judy Wilson, Thurston County Commissioner

Adams County – Leon Long, Public Works Director – Alternate

Clallam County – Marge Upham, Director of Personnel/Risk Management – Director  
Toni Gilbert, Safety/Training Specialist

Columbia County – Scott Smith, County Engineer

Cowlitz County – Frank A. Bishop, Budget Director – Director  
Clyde Carpenter, Risk Manger – Alternate

Franklin County – Neva J. Corkrum, County Commissioner – Director

Lois Wood – Civil Deputy Prosecuting Attorney – Alternate

Garfield County – Vern Emerson, County Commissioner – Director

Grays Harbor County – Rose Elway, Director of Management Services – Alternate

Island County – Betty Kemp, Director of General Services Administration – Alternate

Kitsap County – Barbara Razey, Risk Manager – Director

Lewis County – Russ Wigley, County Commissioner – Director

Okanogan County – Spence Higby, County Commissioner – Director

Pacific County – Vyrle L. Hill, County Administrative Officer – Director

San Juan County – Si Stephens, County Auditor – Director

Spokane County – Tim Durkin, Deputy Prosecuting Attorney – Alternate

Thurston County – Starleen Parsons, Human Resources Manager – Alternate

Whitman County – Richard Brown, Director of Administrative Services – 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 9:31 a.m. by President pro temp. Ron Zirkle who welcomed all in attendance and noted that a quorum was present.

## **APPROVALS:**

**Agenda:** The agenda was approved as printed. The Board did not go into executive session to discuss the Executive Director's annual review, but continued it until the next meeting.

**Minutes:** Mike Shelton moved to approve the minutes of the July 24th Annual Meeting in Leavenworth. The motion was seconded by Dick Dixon and approved.

## **REPORTS:**

**Executive Committee:** The minutes of the September 17th Meeting of the Executive Committee were included in the materials.

**Underwriting and Risk Management Committees:** Richard Brown and Barbara Razez volunteered to participate in the risk management committee.

**Personnel Committee:** Starleen Parsons volunteered, and Frank Bishop asked that Jim Zdilar be added, to the personnel committee.

**Finance Committee:** Si Stephens volunteered to join the finance committee.

**Executive Director:** John Crawford reported that the PRIMA Pooling Section was being dissolved by the PRIMA Board and a new organization, the Association of Governmental Risk Pools (AGRIP), was being formed to take over its training and other functions. Si Stephens moved that John be the Risk Pool's designated representative to AGRIP. The motion was seconded by Mike Shelton and approved.

**Finances:** Aileen Boren reported that all but three counties have paid their premiums, with those three choosing the two-payment option.

**Claims:** Alicia Johnson introduced Seattle attorney Richard Robinson who discussed the recent jury verdict in the *Hendrickson vs. King County and Auburn School District* swimming pool lawsuit. A Pierce County jury awarded \$15.4 million for the paralyzing injury, and determined that King County was 70% at fault. King County's share is \$10.8 million. Copies of the King County emergency ordinance and pool use agreement were provided in the meeting materials.

Leon Long reported about the recent State Supreme Court's decision in the *Crossler vs. Adams County* lawsuit where the district court judge was not bound by a personnel handbook approved by the county and previous district court judges in her decision to terminate a court clerk, when the judge had never personally adopted the terms of the handbook.

The September 2, 1998 claim review observations by Swiss Re America were responded to by Alicia Johnson. After discussion about claims activity and staffing, Si Stephens moved to direct staff to prepare a written response to the observations, to authorize the executive director to make necessary adjustments to staff responsibilities and salaries, and to report back to the Board at the next meeting. The motion was seconded by Frank Bishop and approved.

**Programs:** Jay Winter discussed training and the new official orientation in December jointly sponsored by WSAC and WACO. Dick Dixon requested that staff work with WSAC to provide an agenda speaker at the district conferences in the spring.

**Reinsurance:** Mike Croke said that the reinsurance has been placed and the certificates should be received soon.

**DISCUSSION AND ACTION:**

**Notice of Intent to Withdraw:** Mike Shelton moved to add a new section to the Underwriting Policy to state: "A member county may rescind its twelve-month written notice of intent to withdraw any time up until six months prior to the end of the policy year." The motion was seconded by Barbara Razey and approved.

**Board Multi-Year Work Plan:** Si Stephens moved to accept the Board's multi-year work plan as proposed. The motion was seconded by Leon Long and approved.

**Coverage Appeal:** The Board reconvened at 1:00 p.m. to consider the coverage appeal of Whitman County Auditor Eugenia Goldsworthy. A quorum was still present. Mrs. Goldsworthy and her husband attended the meeting and presented their reasons why they believed the Risk Pool should provide coverage. After listening to the presentation, Spence Higby moved to affirm the decision of the Executive Committee to uphold the decision of the Executive Director not to provide joint self-insurance liability coverage and deny the appeal. He stated that the July 1997 letter was not on county stationary, the sender was not identified, nor was it signed. The letter was not sent to the prosecuting attorney, attorney general, state auditor or other position in a position to act on whistleblower complaints. The motion was seconded by Judy Wilson and approved without dissent.

**OTHER BUSINESS:**


**Future Board Meetings:**

Winter - Thursday, February 4, 1999 at Hilton Seattle Airport  
Spring - Wednesday and Thursday, April 21-22, 1999 at Doubletree Inn at Southcenter Mall  
Summer Annual - Thursday & Friday, July 22-23, 1999 at Enzian Motor Inn, Leavenworth  
Autumn - Wednesday and Thursday, October 20-21, 1999 at Cavanaugh's, Yakima

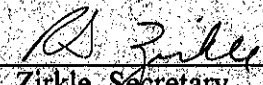
With no further business, the meeting was adjourned at 1:55 p.m.

MINUTES APPROVED:

Feb. 14, 1999

  
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Mary Jo Cady, President  
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Attest:

  
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R.S. Zirkle, Secretary