

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

MINUTES

**9:00 a.m. Thursday, March 21, 2002
WestCoast Sea-Tac Hotel, SeaTac**

ATTENDANCE:

President – David Goldsmith, Jefferson County Acting Administrator
Executive Committee –
 Rose Elway, Director, Mgmt Services, Budget, Insurance & Risk Mgmt
 Vyrle L. Hill, Pacific County Administrative Officer
 Leon Long, Spokane County Risk Manager
 Mike Shelton, Island County Commissioner
 R. S. Zirkle, Yakima County Prosecuting Attorney
Benton County – Melina Wenner, Risk Manager – Director
Columbia County – Scott Smith, County Engineer – Alternate
Cowlitz County – Clyde W. Carpenter, Risk Manager – Director
Franklin County – Neva J. Corkrum, County Commissioner – Director
Grays Harbor County – Bob Beerbower, County Commissioner – Director
Island County – Betty Kemp, Director of General Services Administration – Alternate
Lewis County – Dennis Hadaller, County Commissioner – Director
 Harry B. Green, Risk Manager – Alternate
Mason County – Herb Baze, County Commissioner – Director
 Ione Siegler, Director of Budget and Finance – Alternate
Okanogan County – Craig L. Vejraska, County Commissioner – Director
San Juan County – David L. Zeretzke, Director of Administrative Services – Alternate
Skamania County – Debi Van Camp, Human Resources Safety Specialist – Alternate
Thurston County – Diane Oberquell, County Commissioner – Director
 Tammy Devlin, Risk Manager – Alternate
Whatcom County – Randall J. Watts, Chief Civil Deputy Prosecuting Attorney – Director

Broker – Mike Croke, Senior Vice President, Willis Corroon Corporation of Seattle
Risk Pool Staff - John Crawford, Executive Director
 Alicia Johnson, Claims Manager
 Jay Winter, Programs Manager

WELCOME and ROLL CALL: The meeting was called to order at 9:02 a.m. by President David Goldsmith who welcomed all in attendance and noted that a quorum was present. He welcomed new Skamania County Alternate Debi Van Camp, and asked that everyone around the table introduce him or herself.

APPROVAL:

Minutes: Mike Shelton moved to approve the minutes of the November 8th Autumn Meeting at Wenatchee. The motion was seconded by Diane Oberquell and approved.

REPORTS, DISCUSSION AND ACTION:

Executive Committee: The minutes of the February 4th telephone conference and February 21st Meeting of the Executive Committee were placed in the meeting packet.

Finance Committee: Chair Vyrle Hill moved to approve revisions to the Financial Management Policy as recommended by the Executive Committee. The policy adds a new section F regarding asset management policy, and incorporates the present travel policy as section G without changes. The motion was seconded by Ron Zirkle and approved.

Mike Shelton moved to accept the 2000-2001 State audit report for filing. The motion was seconded by Vyrle Hill and approved.

Reinsurance Strategies: Mike Croke gave a PowerPoint report on the changing reinsurance market. He met with Swiss Re underwriters at their headquarters in Armonk, New York and was told that with declining investment interest rates, the company will need more premiums next year. He also visited the San Francisco office of Discover Re, who has not committed yet to continuing on the account. Mike is also talking to other large reinsurance companies about us.

Underwriting Committee: The Underwriting Committee recommended that the Board approve the present form of the Joint Self-Insurance Liability Policy for use next year. Ron Zirkle stated that we need to remember that we are a joint-risk sharing pool, not an insurance company. We all are responsible to keep risks down, and the Pool should not leave a county without coverage. Vyrle Hill also reminded us that the negligence of anyone could cause a big loss and take all the counties down. A \$100,000 sub limit for landfills was considered, and the Chair referred environmental coverage for landfills back to the Underwriting and Executive Committees for further work and to report back to the Board in July. Mike Shelton moved to approve the policy as recommended. The motion was seconded by Bob Beerbower and approved, with Diane Oberquell abstaining.

The Underwriting Committee also recommended that the Pool administer, market and manage claims for the optional group purchase of property insurance and public official bonds, but not have a layer of joint self-insurance. Mike Shelton moved to approve the recommendation. The motion was seconded by Bob Beerbower and approved.

Risk Management Committee: Co-chairs Leon Long and David Zeretzke reported that the Risk Management Committee had met on the afternoon of March 20th to review whether several members and the Risk Pool could combine together to purchase a risk management information system (RMIS) that could be used for record keeping for liability, property, workers compensation and other self-insured programs. Dave Zeretzke moved to authorize the committee to continue investigating the feasibility of such an Interlocal agreement. The motion was seconded by Craig Vejraska and approved.

Jay Winter reported on the e-learning training. He also announced that the Risk Pool will sponsor four training sessions around the state regarding risk management of probation services in April and May. The annual traffic collision investigation seminar will also be in April in Wenatchee, and the AWC Local Government Personnel Institute will be in Yakima in May.

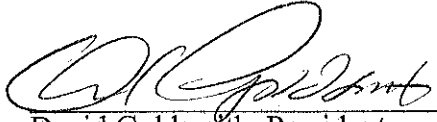
Personnel Committee: The Executive Committee reported back to the Board the suggested wording changes to the Personnel Policy to allow the President to appoint the Personnel Committee and Chair. Rose Elway moved that the Personnel Policy be amended as recommended by the Executive Committee. The motion was seconded by Mike Shelton and approved.

Claims Report: Alicia Johnson gave a short claims report.

FUTURE BOARD MEETINGS: The Summer Board Workshop and Annual Meeting will be in Spokane on Thursday and Friday, July 25 and 26.

With no further business, the meeting was adjourned at 12:07 p.m.

MINUTES APPROVED: 7/26/02



David Goldsmith, President
[BOARD-N/N-Minutes-20020321.doc]

Attest: 

Steve M. Lowe, Secretary