

**WASHINGTON COUNTIES RISK POOL  
SUMMER CONFERENCE ROUNDTABLE  
NOTES**

Thursday, July 21, 2016  
The Davenport Grand Hotel, Spokane, WA

**Claims Administrator and Risk Manager Attendance:**

County	Risk Pool Appointment	Name	Present
Adams	Claims Administrator, Risk Manager	Patricia Phillips	<input type="checkbox"/>
Benton	Claims Administrator	<i>Vacant</i>	<input type="checkbox"/>
	Risk Manager	Lexi Wingfield	<input type="checkbox"/>
Chelan	Claims Administrator	Cindy Dietz	<input checked="" type="checkbox"/>
	Risk Manager	Cathy Mulhall	<input checked="" type="checkbox"/>
Clallam	Claims Administrator, Risk Manager	Rich Sill	<input checked="" type="checkbox"/>
Columbia	Claims Administrator, Risk Manager	Drew Woods	<input checked="" type="checkbox"/>
Cowlitz	Claims Administrator, Risk Manager	Clyde Carpenter	<input checked="" type="checkbox"/>
Douglas	Claims Administrator, Risk Manager	Steve Clem	<input checked="" type="checkbox"/>
Franklin	Claims Administrator, Risk Manager	Tim Dickerson	<input checked="" type="checkbox"/>
Garfield	Claims Administrator, Risk Manager	Jennie Bowman	<input checked="" type="checkbox"/>
Grays Harbor	Claims Administrator	Joy Carossino	<input checked="" type="checkbox"/>
	Risk Manager	<i>Vacant</i>	<input type="checkbox"/>
Island	Claims Administrator, Risk Manager	Elaine Marlow	<input checked="" type="checkbox"/>
Jefferson	Claims Administrator	Leslie Locke	<input checked="" type="checkbox"/>
	Risk Manager	Philip Morley	<input checked="" type="checkbox"/>
Kittitas	Claims Administrator	Chris Horner	<input checked="" type="checkbox"/>
	Risk Manager	Lisa Young	<input type="checkbox"/>
Lewis	Claims Administrator, Risk Manager	Paulette Young	<input checked="" type="checkbox"/>
Mason	Claims Administrator	Julie Almanzor	<input checked="" type="checkbox"/>
	Risk Manager	Dawn Twiddy	<input checked="" type="checkbox"/>
Okanogan	Claims Administrator, Risk Manager	Tanya Craig	<input checked="" type="checkbox"/>
Pacific	Claims Administrator, Risk Manager	Kathy Spoor	<input type="checkbox"/>
Pend Oreille	Claims Administrator, Risk Manager	Teresa Brooks	<input type="checkbox"/>
San Juan	Claims Administrator, Risk Manager	Pamela Morais	<input type="checkbox"/>
Skagit	Claims Administrator, Risk Manager	Jessica Neill Hoyson	<input checked="" type="checkbox"/>
Skamania	Claims Administrator, Risk Manager	Adam Kick	<input checked="" type="checkbox"/>
Spokane	Claims Administrator, Risk Manager	Steve Bartel	<input checked="" type="checkbox"/>
Thurston	Claims Administrator, Risk Manager	Tammy Devlin	<input checked="" type="checkbox"/>
Walla Walla	Claims Administrator, Risk Manager	Shelly Peters	<input checked="" type="checkbox"/>
Whatcom	Claims Administrator	Jeff Sawyer	<input checked="" type="checkbox"/>
	Risk Manager	Karen Goens	<input checked="" type="checkbox"/>
Yakima	Claims Administrator, Risk Manager	Cindy Erwin	<input checked="" type="checkbox"/>

**Others in Attendance**

County/Entity	Title	Name
Chelan	County Commissioner	Keith Goehner
Clallam	HR Analyst	Tammy Sullenger
	Civil Investigator	Tom Reyes
	Chief Civil DPA	David Alvarez
Cowlitz	OFM Director	Claire Hauge
Douglas	Auditor	Thad Duvall
	Records/Risk Manager	Jordyn Giulio

Franklin	Commissioner	Bob Koch
Garfield	Commissioner	Bob Johnson
Grays Harbor	Commissioner	Vickie Raines
Lewis	County Commissioner	Gary Stamper
Okanogan	Chief Civil DPA	Albert Lin
Pend Oreille	Community Development Director	Mike Lithgow
San Juan	County Manager	Mike Thomas
Skagit	Sr HR/Risk Analyst	Donnie LaPlante
Skamania	Commissioner	Doug McKenzie
	Human Resources	Debi Van Camp
Spokane	Liability Adjuster	Lauren Williams
Thurston	Commissioner	Bud Blake
Walla Walla	Commissioner	James Duncan
Arthur J Gallagher	Area Vice President	Liz Miser
	Director of Risk Control	Tim Chace
	Senior Client Service Manager	Kazumi Tripp
Enquiron	Account Executive	Cinder Hart
Berkley Public Entity Managers	President	Rich Vincelette
	SVP – Underwriter	Brian Whooley
	Regional Underwriting Manager	Richard Zak
Washington State DES	LGSI Program Administrator	Shannon Stuber
WSAC	Policy and Legislative Relations	Josh Weiss
	Policy Consultant	Jennifer Ziegler
WCRP Staff	Executive Director	Derek Bryan
	Loss Control Coordinator	Jill Lowe
	Accountant	Sue Colbo
	Administrative Assistant	Stacey Spears
	Claims Manager	Susan Looker
	Senior Claims Analyst	Mike Cook
	Senior Claims Analyst	Joe Campeau
	Claims Analyst	Holly Nelson
	Claims Representative	Lisa McMeekin
	Claims Assistant	Sally King

**CALL TO ORDER / WELCOME:** Jill Lowe called the Roundtable to order at 8:00 am. Around the room introductions took place. Derek Bryan conducted an introduction exercise with the group.

A roundtable discussion took place – attendees shared information and made inquiries of the group. The topics discussed included:

- Jails moving from the sheriff’s department to under the commissioner’s office
- Accident prevention programs
- On-line / Electronic documents
- EMS services provided by counties vs. contractors
- Contracting with expert witnesses
- Quiet zones for railroads
- Current claims cases / claims updates
- Drug task force agreements
- Supporting law enforcement

- Claims settlement authority
- Updating property values in AMP
- Public records requests
- Jails and medical staff / medical services
- Court funding
- Cell phone usage, text messaging and public records management
- Drones
- Certificates of Insurance
- Emergency action plans, conducting drills
- Hazardous chemical policies
- WSAC legal committee
- Citizen Liaison position
- Employment law claims
- Property Claims
- On-line claims reporting
- Pre-Defense reviews
- Jails, law enforcement
- Lexipol
- Social media / social media policies / social media storage-capture
- Vehicle / watercraft storage at fairgrounds, county fairs, rodeos, fair board, 4H events, volunteers, background checks for volunteers
- Records retention

The roundtable was adjourned at 11:30 am.