

WASHINGTON COUNTIES RISK POOL
BOARD OF DIRECTORS MEETING

MINUTES

Regular Meeting 10:00 a.m.
Friday, October 5, 1990
Polynesian Resort, Ocean Shores

ATTENDANCE:

President - Shirley Van Zanten, Whatcom County Executive
Vice President - Claude L. Cox, Spokane County Risk Manager
Past President - William F. Vogler, Grays Harbor County Commissioner
Treasurer - Deborah Broughton, Kitsap County Dir. Internal Management
Secretary - Marjorie Upham, Director of Personnel/Risk Mgmt.

Benton County - Ray Isaacson, County Commissioner - Alt.
Cowlitz County - Joan LeMieux, County Commissioner - Dir.
Frank Bishop, Budget Director - Alt.
Franklin County - Harold Mathews, County Commissioner - Alt.
Garfield County - Don E. Stallcop, County Commissioner - Alt.
Grays Harbor County - Rose Elway, Director, Dir Mgmt Services - Alt.
Mary Davis, Insurance/Risk Management Analyst
Island County - Dick Caldwell, County Commissioner - Dir.
Jefferson County - B.G. Brown, County Commissioner - Dir.
Gary A. Rowe, P.E., Public Works Director - Alt.
Mason County - Mike Gibson, County Commissioner - Dir.
Bill Hunter, County Commissioner - Alt.
Kitsap County - Allen Hatten, Risk Manager - Alt.
Pacific County - Vyrle L. Hill, Administrative Officer - Dir.
Rosemarie Bay, Asst. Risk Manger - Alt.
San Juan County - Si Stephens, County Auditor - Dir.
Skamania County - Marilyn Breckel, Staff Assistant - Alt.
Thurston County - George L. Barner, Jr., County Commissioner - Dir.
Steve Zimmerman, Deputy Chief Admin. Officer - Alt.

Visitors - Michael Croke, Vice President, Corroon & Black, Inc.

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

The meeting was called to order at 10:06 a.m. by President Shirley Van Zanten who welcomed all in attendance. Because of WSAC scheduling, the meeting was moved to the Polynesian Resort from the Ocean Shores Convention Center.

APPROVAL OF MINUTES:

August 24, 1990 Board of Directors Meeting, Skoal Room, Sea-Tac: Si Stephens moved to approve the minutes. The motion was seconded by Marjorie Upham and approved.

OFFICERS' REPORT:

September 21, 1990, Sea-Tac: A written report of the Officers' meeting had been provided.

FINANCIAL REPORT AND VOUCHER APPROVAL: George Barner moved to approve the Financial Report and expenses for the months of September and October. Premiums of \$2,899,219.96 have been received for the new policy year. To date, nine counties have paid in full, three counties have made partial payments and seven counties are still processing their payments. The motion was seconded by Si Stephens and approved.

DISCUSSION AND ACTION:

Election of Officers: Bill Vogler, as chair of the Nominating Committee, reported that the Committee had met at Sea-Tac on September 21st and nominated Claude L. Cox to fill the unexpired term of Executive Vice President. Harold Mathews moved for unanimous approval of the nomination. The motion was seconded by Si Stephens and unanimously approved.

Bill Vogler then nominated Marjorie L. Upham to fill the unexpired term of Operations Vice President/Secretary. George Barner moved for unanimous approval of the nomination. The motion was seconded by Si Stephens and unanimously approved.

Excess Insurance: Mike Croke reported that Crum & Forster is offering \$5 Million of insurance excess of \$5 Million if there is enough interest from our members. This additional layer of insurance could be purchased separately as either General Liability or Public Officials Liability or purchased both together. It would offer "following form" to its \$4.5 Million policies (GL & PO) excess of \$500,000. George Barner moved to poll the members to determine whether there is interest in the optional program. The motion was seconded by Dick Caldwell and approved. A notice will be sent to all counties with information about the optional program and with deadlines for responses.

Risk Management Policy: Vyrle Hill moved to adopt the Risk Management Policy. The motion was seconded by Dick Caldwell and approved.

Risk Management Program: Graham Wright reported on the risk management program.

Claims Administration Policy: Si Stephens moved to adopt the Claims Administration Policy. The motion was seconded by B.G. Brown and approved.

Umbrella Reserve Fund and Growth Options: Discussion on an umbrella reserve fund and growth options were tabled until the next meeting.

Service Contract with WSAC Retro: Si Stephens moved to approve the Service Contract with the Washington State Association of Counties to provide administrative services to its industrial insurance committee for the Washington Department of Labor and Industries retrospective rating program. The motion was seconded by George Barner and approved.

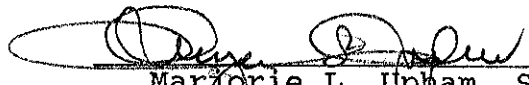
New Members: Copies of the Coopers & Lybrand and Corroon & Black correspondence regarding the possible admission of Clark County were distributed. Ray Isaacson moved to table consideration of the county's admission until after the Board of Clark County Commissioners had actually voted to seek admission and until after an actuarial study at the county's expense had been provided to the Pool. The motion was seconded by Harold Mathews, but was not approved. After further discussion, Bill Vogler moved to table consideration of the county's admission until after acceptance of a formal written application of the Board of Clark County Commissioners and an actuarial study performed by the Pool. The motion was seconded by Ray Isaacson and approved. Copies of the Pool's Bylaws and Underwriting Policy will be sent to Clark County.

Board Meetings: The Board set its next regular meeting to be in January, 1991 at Sea-Tac Airport and the Annual Meeting to be in March, 1991 at Pasco.

Claims and Lawsuits: At 12:01 p.m. the Board met in executive session to consider litigation and settlement of claims because public discussion of these matters would impair the Pool's ability to conduct its business effectively. The executive session lasted until 12:33 p.m., at which time the President reconvened the general meeting.

The meeting was adjourned at 12:34 p.m.

RESPECTFULLY SUBMITTED:



Marjorie L. Upham, Secretary

APPROVED: 1 / 18 / 91



Shirley Van Zanten, President