

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

Friday, March 22, 2019
Kennewick, WA

Board Members in Attendance

Name	Appointment		County
Amalia Perez	Director	X	Adams
Paul Schut	Director	X	Benton
Kevin Overbay	Director	X	Chelan
Rich Sill	Director	X	Clallam
Mike Talbott	Director	X	Columbia
Ronda Hollis	Director	X	Cowlitz
Thad Duvall	Director	X	Douglas
Bob Koch	Director	X	Franklin
Robert Johnson	Director	X	Garfield
Vickie Raines *	Director	X	Grays Harbor
Janet St. Clair	Director	X	Island
Philip Morley	Director	X	Jefferson
Christopher Horner	Alternate Director	X	Kittitas
Gary Stamper	Director	X	Lewis
Randy Neatherlin	Director	<i>Left at 9:35am</i>	Mason
Tanya Craig	Director	X	Okanogan
Kathy Spoor	Director	X	Pacific
Teresa Brooks	Director	X	Pend Oreille
James Wolf	Alternate Director	X	San Juan
Sharon DuBois	Alternate Director	X	Skagit
Adam Kick	Director	X	Skamania
Steve Bartel *	Director	X	Spokane
Gary Edwards	Director	<i>Left at 10:15am</i>	Thurston
Jesse Nolte	Director	X	Walla Walla
Karen Goens *	Director	X	Whatcom
Joe Brusic *	Director	X	Yakima

* Denotes Executive Committee Member

Others in Attendance

Name	Designation/Title		County /Organization
Patricia Phillips	Clerk of the Board (ALT/CA/RM)	X	Adams
Ryan Lukson	Civil DPA (ALT)	X	Benton
Cindy Dietz	Admin Supervisor (CA)	X	Chelan
Tom Reyes	HR/Risk Deputy Director (ALT)	X	Clallam
David Alvarez *	Chief Civil DPA (ALT)	X	Clallam
Jordyn Giulio	Records & Risk Manager (ALT/RM)	X	Douglas
Jennifer Johnson	Civil DPA (ALT/CA/RM)	X	Franklin
Joy Carossino	Risk Manager/Safety & Claims (ALT/CA/RM/SO)	X	Grays Harbor
Elaine Marlow	Budget Director (ALT/CA/RM)	X	Island

Name	Designation/Title		County/ Organization
Wayne Whiton	Risk & Safety Administrator (ALT/CA/RM)	X	Lewis
Dawn Twiddy *	HR/Risk Manager (ALT/RM)	X	Mason
Nichole Wilston	Risk & Safety Compliance (CA)	X	Mason
Chris Branch	Commissioner (ALT)	X	Okanogan
Tom Lannen	Commissioner (ALT)	X	Skamania
Tammy Devlin *	Risk Manager (ALT)	X	Thurston
Brent Olson	Risk Analyst (SO)	X	Thurston
Carol Rehnberg	Risk Analyst	X	Thurston
Shelly Peters	HR/Risk Manager (ALT/CA/RM)	X	Walla Walla
George Roche	DPA (ALT/CA)	X	Whatcom
Cindy Erwin	Paralegal (ALT/CA/RM)	X	Yakima
Liz Miser	Area Vice President	X	AJGRMS
John Chino	Area Senior Vice President	X	AJGRMS
Kevin Wick	Managing Director	X	PwC
Craig Scukas	Director	<i>Arrived at 9:15am</i>	PwC
Julie Hughes	Sr VP & Portfolio Strategist	<i>Left at 9:45am</i>	CAMS
Scott Prickett	Exec VP & Portfolio Strategist	<i>Left at 9:45am</i>	CAMS
Derek Bryan	Executive Director	X	WCRP Staff
Sue Colbo	Accounting Officer	X	WCRP Staff
Jill Lowe	Loss Control Coordinator	X	WCRP Staff
Erin Konrady	Member Programs Specialist	X	WCRP Staff

* Denotes Executive Committee Member

CALL TO ORDER / WELCOME: WCRP President, Steve Bartel, called the Board of Directors' Meeting to order Friday, March 22, at 8.42am. He welcomed all in attendance and confirmed a quorum. Around the room introductions took place.

AGENDA: Mike Talbott moved to accept the agenda as presented, Bob Johnson seconded; the motion passed.

MINUTES: President Bartel noted that the time of adjournment for the November 30, 2018, Board meeting minutes needed to be changed from "AM" to "PM" and asked for a motion to approve or further amend the minutes if necessary.

Karen Goens moved to approve the minutes of the November 30, 2018, Board of Directors' Meeting as amended, Vickie Raines seconded; the motion passed.

EXECUTIVE/NOMINATING COMMITTEE REPORT: President Bartel reported on noteworthy activities of the Executive Committee, to include an announcement that on January 22, 2019, the Island County's Board of County Commissioners passed resolution No. C-06-19, designating the WCRP appointments for Director and Alternate Directors. Commissioner Jill Johnson is now neither a WCRP Director or an Alternate Director and, pursuant to the WCRP Bylaws, can no longer serve on the WCRP Executive Committee. President Bartel reported that the Nominating Committee forwarded Philip Morley as the Committee's nominee for appointment to the vacant position, to be effective immediately and expiring on September 30, 2020.

President Bartel called for nominations from the floor for the vacated position. No floor nominations were presented.

Vickie Raines moved to appoint Philip Morley to the vacated position on the WCRP Executive Committee, effective immediately and through September 30, 2020. Jesse Nolte seconded; the motion passed.

EXECUTIVE DIRECTOR REPORT: WCRP Executive Director, Derek Bryan, provided the Board with a report and updates on current and future WCRP activity, to include an overview of personnel and staffing, phase II of the appraisal project with AssetWorks, and that meetings for strategic planning will be taking place soon.

QUARTERLY AND YEAR-END FINANCIAL REPORT: Accounting Officer Colbo reported on the 1st Quarter FY2019, as well as an update on the Annual State Audit for FY2018.

Philip Morley moved, and Thad Duvall seconded to approve the FY2019 1st Quarter Financials and Budget Worksheet as presented. The motion passed.

INVESTMENT COMMITTEE REPORT: Committee Chair, Vickie Raines, provided a report from the Investment Committee, to include an overview of the meeting that took place earlier that morning.

INDEPENDENT INVESTMENT ADVISOR REPORT: Julie Hughes and Scott Prickett, of Chandler Asset Management, presented the Board with the investment report as of February 28, 2019, including an Economic Update and Account Profile review.

BROKER/PRODUCER Presentation: Liz Miser and John Chino from Arthur J. Gallagher & Associates (AJG) delivered a presentation to the Board with an updates and insight on the upcoming renewal process and market outlook.

President Bartel recessed the meeting for a break from 10:15am until 10:30am.

CLAIMS REPORT: WCRP Executive Director, Derek Bryan, provided the Board with an update on current claims activities and addressed any specific critical claims, settlements, and coverage issues requiring Board attention.

INDEPENDENT ACTUARY REPORT: Kevin Wick and Craig Scukas presented their recently completed three-year capital modeling study.

Tammy Devlin moved to select a funding target where the lower bound of the target range is funded for a 1-in-100-year event under current retention, and the upper bound of the target range is funded for two times (2x) a 1-in-100-year event under current retention. Dawn Twiddy seconded; the motion passed.

PERSONAL COMMITTEE REPORT: Committee Member, Vickie Raines, provided an overview of the Personnel Committee's recent activities to include a recap of the most recent meeting where proposed changes to the WCRP Organization Chart and Salary Schedule/Matrix were discussed and recommended. The proposed changes were reviewed by the Executive Committee and forwarded to the Board, recommending approval. Discussion took place.

Karen Goens moved to approve the WCRP Organizational Chart and Salary Schedule/Matrix as proposed. Vickie Raines seconded; the motion passed.

LOSS CONTROL REPORT: WCRP Loss Control Coordinator, Jill Lowe, provided the Board with an update on Loss Control activities of the WCRP, to include recent Risk Manager and Claims Administrator certifications and Lexipol participation.

MEMBER PROGRAMS REPORT: WCRP Member Programs Specialist, Erin Konrady, provided the Board with an update on Member Programs activities, to include upcoming trainings and available scholarships.


UPCOMING MEETINGS AND CONFERENCES: President Bartel referred the Board to the overview of the upcoming Executive Committee meetings, WCRP Conferences and Board of Directors' meetings, as well as national conferences. Discussion took place regarding possible venue options for the 2019-20 conference schedule.

Vickie Raines moved to hold the WCRP Spring Conference at Suncadia Resort, March 18-20, 2020, and the WCRP Summer Conference at the Hilton Vancouver, July 22-24, 2020. Karen Goens seconded; the motion passed.

Meeting Recap: President Bartel discussed important takeaways for each Director to share with his or her county, to include continued efforts to drive down costs with claims handling. President Bartel reminded the Board that each member county should plan for increased assessments, since funds had been used from fund balance to offset the assessment increase last year.

ADJOURNMENT: With no further business to conduct, President Bartel adjourned the meeting at 12:12PM.

MINUTES APPROVED this 18th day of JULY, 2019.



President

Attest: 

Secretary/Treasurer