WASHINGTON COUNTIES RISK POOL
BOARD OF DIRECTORS MEETING
MEETING MINUTES
Thursday-Friday, July 21-22, 2022
Vancouver, WA

Board Members in Attendance

Name	Appointment	Day 1	Day 2	County
Jay Weise	Director	X	X	Adams
Adam Morasch	Alternate Director	X	X	Benton
Kevin Overbay *	Director	X	X	Chelan
Rich Sill *	Director	X	X	Clallam
Victoria Blosl	Director	X	X	Cowlitz
Thad Duvall	Director	X	X	Douglas
Brad Peck	Director	X	X	Franklin
Vickie Raines *	Director	X	X	Grays Harbor
Susan Geiger	Alternate Director	Left at 4:26	X	Island
Mark McCauley	Director	X	X	Jefferson
Kristine Foreman	Director	X	X	Kittitas
Daleyn Coleman	Director	X	X	Lewis
Randy Neatherlin	Director	Arrived at 2:14pm	X	Mason
Shelley Keitzman	Director	X	X	Okanogan
Not Represented	Director			Pacific
Teresa Deal	Director	X	X	Pend Oreille
Not Represented	Director			San Juan
Bonnie Beddall *	Director	X	X	Skagit
Adam Kick	Director	X	X	Skamania
Steve Bartel *	Director	X	X	Spokane
Tammy Devlin	Alternate Director	X	X	Thurston
Shelly Peters	Alternate Director	X	X	Walla Walla
Donnie LaPlante	Alternate Director	X	X	Whatcom
Joe Brusic *	Director	X	X	Yakima

* Denotes Executive Committee Member

Others in Attendance

Name	Designation/Title	Day 1	Day 2	County/Organization
Patty Phillips	Clerk of the Board (ALT/CA/RM)	X	X	Adams
Tammy Sullenger	HR/Risk Analyst (ALT)	X	X	Clallam
Ian Hillway	Administrative Specialist	X	X	Clallam
Nicole Tideman	Civil DPA	X	X	Cowlitz
Jordyn Giulio	Records/Risk Manager (ALT/RM)	X	X	Douglas
Marc Straub	Commissioner	X	X	Douglas
Jennifer Johnson	Chief Civil DPA (ALT/CA/RM)	X	X	Franklin
Stephanie Nace	Risk Manager (ALT/CA/RM)	Left at 3:40	X	Grays Harbor
Philip Hunsucker *	Chief Civil DPA (ALT)	X	X	Jefferson
Christopher Horner	Deputy Prosecutor (ALT/RM/CA)	X	X	Kittitas
Erik Martin	County Manager (ALT)	X	X	Lewis
Aimee Albright	HR/Risk Specialist (CA)	X	X	Lewis
Angie Palmer	HR/Risk Specialist (Back-up RM/CA)	X	X	Lewis
Nichole Wilston*	Risk & Safety Compliance (CA/RM)	X	X	Mason
Winter Perez	Personnel & Risk Analyst	X	X	Mason
Chris Branch	Commissioner (ALT)	X	X	Okanogan
Erik Pedersen	Senior Civil DPA (PAO)	X	X	Skagit
Tom Lannen *	Commissioner (ALT)	X	X	Skamania

Name	Designation/Title	Day 1	Day 2	County/Organization
Debi Van Camp	Human Resources (ALT)	X	X	Skamania
Brian Bishop	Risk Analyst	X	X	Thurston
Bryan Anderson	Risk Analyst (ALT)	X	X	Thurston
Joshua Griffith	HR/Risk Manager	X	X	Walla Walla
George Roche	Dep. Prosecutor	X	X	Whatcom
Cindy Erwin	Paralegal (ALT/CA/RM)	X	X	Yakima
Julie McCallum	Area Vice President	X	X	Gallagher
Chase Jones	Area Vice President	X	X	Gallagher
Henry Winner		X	X	Gallagher
Scott Prickett	Exec VP & Portfolio Strategist		Left at 9:30	CAM
Karl Meng			Left at 9:30	CAM
Kevin Wick	Managing Director	X		PwC
Craig Scukas	Director	X	X	PwC
Derek Bryan	Executive Director	X	X	WCRP Staff
Deanna Owen	Director of Finance & Operations	X	X	WCRP Staff
Chuck Boyd	Director of Risk & Claims	Left at 3:15	X	WCRP Staff
Erin Konrady	Director of Member Services	X	X	WCRP Staff
Kaylee Benedict	Senior Member Services Specialist	X	X	WCRP Staff
Chloe Hakola	Member Services Specialist	X	X	WCRP Staff

* Denotes Executive Committee Member

DAY ONE

CALL TO ORDER / WELCOME: WCRP President, Joseph Brusic, called the Board of Directors' Meeting to order Thursday, July 21, at 2:06 pm. He welcomed all in attendance and confirmed a quorum. Around the room introductions took place.

AGENDA: Steve Bartel moved, and Vickie Raines seconded to accept the agenda as presented. The motion passed.

MINUTES: Thad Duvall moved, and Tom Lannen seconded to approve the minutes of the March 25, 2022, Board of Directors' Meeting. The motion passed.

EXECUTIVE COMMITTEE REPORT: President Brusic reported on noteworthy activities of the Executive Committee, to include an overview of the Executive Committee meeting held July 8, 2022.

EXECUTIVE DIRECTOR REPORT: WCRP Executive Director, Derek Bryan, provided the Board with an update on administrative activities of the Pool, to include staffing and personnel, and lead a discussion about the future for rates.

Steve Bartel moved, and Mark McCauley seconded to amend Klickitat County's membership in the WCRP to be effective December 1, 2022. The motion passed.

FINANCE & OPERATIONS REPORT: Director of Finance & Operations, Deanna Owen, reported on the 3rd Quarter FY2022, as well as the results from the Annual State Audit for FY2021. The Board was provided with a document identifying a favorable audit with only one minor exit item and staffs' response.

Vickie Raines moved, and Thad Duvall seconded to approve the FY2022 3rd Quarter financials and Budget Worksheet as presented. The motion passed.

MEMBER SERVICES REPORT: Director of Member Services, Erin Konrady, provided the Board with an update on current activities of the Member Services Department, including an overview of past and upcoming training and scholarship opportunities, as well as an update on Member Programs.

RISK & CLAIMS REPORT: Director of Risk & Claims, Chuck Boyd, provided the Board with an update on current claims activities, to include an overview of the current claims, including the total open claims, both litigated and non-litigated, the current financials on the open claims, and an overview of a process changes to the Pre-Defense Review program. Risk Management activities of the WCRP, to include a report on member visits

BROKER/PRODUCER Presentation: Julie McCallum and Chase Jones with Gallagher, presented the Board with the quotes and proposals received on the marketing of the reinsurance and excess insurance program. Discussion took place.

Steve Bartel moved, and Thad Duvall seconded to select a liability Self-Insured Retention of $3 million to have the broker work with the reinsurers and to defer to the Executive Committee to select the reinsurance and excess insurance layers when final pricing is received. The motion passed.

Vickie Raines moved, and Tom Lannen seconded to select a Pool property deductible of $100,000 for the 2022-23 Fiscal Year, and to authorize the WCRP Executive Director to finalize the property placements with the various insurers for the October 1, 2022, renewal. The motion passed.

Steve Bartel moved, and Tammy Devlin seconded to renew the first and third-party terrorism coverage for the 2022-23 Fiscal Year, as proposed. The motion passed.

Vickie Raines moved, and Rich Sill seconded to select a Cyber Self-Insured Retention of $500,000, and to authorize the WCRP Executive Committee to select the WCRP's cyber insurer that provides the lowest price with the best coverages and limits for the 2022-23 Fiscal Year. The motion passed.

INDEPENDENT ACTUARY REPORT: Craig Scukas and Kevin Wick, with PricewaterhouseCoopers provided the Board with the rating and assessment analysis for the upcoming Fiscal Year 2022-23, to include an update on the current Target Funding Range.

Steve Bartel moved, and Kevin Overbay seconded to select an overall base rate of $1.581 per worker-hour for the FY2022-23 liability program, with any increase or decrease in overall liability costs coming from or going into Fund Balance. The motion passed with 19 votes in favor and Walla Walla County, Lewis County, and Benton County opposed.

Tammy Devlin moved, and Thad Duvall seconded to select an overall base rate of $0.199 per $100 of Total Insured Value (TIV) for the FY2022-23 property program, with any increase or decrease in overall property costs coming from or going into Fund Balance. The motion passed.

Vickie Raines moved, and Rich Sill seconded to budget $662,500, continuing to use a 75/25 equal share to operating budget weighting method, for the FY2022-23 cyber program and with any increase or decrease in overall cyber costs coming from or going into Fund Balance. The motion passed.

President Brusic recessed the meeting at 4:31 pm until July 22, 2022, at 9:00am.

DAY TWO

CALL TO ORDER / WELCOME: WCRP President, Joseph Brusic, reconvened the 2022 Summer Board of Directors Meeting on Friday, July 22, 2022, at 9:05 am. He welcomed all in attendance and confirmed a quorum.

EXECUTIVE COMMITTEE AND OFFICER ELECTIONS: President Brusic announced that the Executive Committee terms for Steve Bartel, Mike Thomas, Tom Lannen and Rich Sill were up for election.

President Brusic called for nominations from the floor for the four expiring positions. No floor nominations were presented.

Brad Peck moved to affirm Steve Bartel, Mike Thomas, Tom Lannen, and Rich Sill to the WCRP Executive Committee with three-year terms from October 1, 2022, through September 30, 2025. Kevin Overbay seconded; the motion passed.

President Brusic announced also that a vacancy on the Executive Committee was in need of appointment and that Nichole Whilston from Mason County was a candidate for the position. President Brusic called for nominations from the floor for this vacancy. No floor nominations were presented.

Randy Neatherlin moved to appoint Nichole Wilston of Mason County to the vacated Executive Committee position, to complete the vacated term through September 30, 2024. Vickie Raines seconded; the motion passed.

President Brusic announced that Vickie Raines is the current Vice-President, succeeding to President for the upcoming Fiscal Year, however, she is also up for election in her general county election this year. Mike Thomas has expressed interest in serving as Vice President for the coming Fiscal Year and Tom Lannen has expressed interest in serving as alternate Vice-President, in the event Mr. Thomas moves into the President position.

President Brusic called for nominations from the floor for these officer positions. No floor nominations were presented.

Brad Peck moved to close the nominations for Vice-President and to affirm Mike Thomas as Vice-President and Tom Lannen as alternate Vice-President. Vickie Raines seconded; the motion passed.

President Brusic called for nominations from the floor for the position of Secretary/Treasurer. Bonnie Beddall expressed her interest in serving. No other floor nominations were presented.

Vickie Raines moved to close the nominations for Secretary/Treasurer and to affirm Bonnie Beddall as Secretary/Treasurer for the 2022-23 Fiscal Year. Steve Bartel seconded; 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: Scott Prickett, of Chandler Asset Management, presented the Board with the investment report as of June 30, 2022, including an Economic Update and Account Profile review.

PERSONNEL COMMITTEE REPORT: Committee Chair, Vickie Raines, provided a report from the Personnel Committee, which includes a proposed change to the WCRP Personnel Policy, along with the proposed 2022-23 Salary Matrix.

Steve Bartel moved to approve the WCRP Personnel Policy as proposed. Rich Sill seconded; the motion passed.

Mark McCauley moved to approve the 2022-23 Salary Matrix as proposed, which includes a cost-of-living adjustment of 55% of the March CPI. Rich Sill seconded; the motion passed.

FINANCE COMMITTEE REPORT: Committee Chair, Thad Duvall, reported on the activities of the Finance Committee, to include an overview of their June 22, 2022, meeting. Mr. Duvall and Mr. Bryan went through the proposed budget, identifying the noteworthy items.

The Executive Committee met and discussed the budget at their July 8, 2022, meeting and forwarded to the Board for approval. Discussion took place.

Steve Bartel moved to approve the FY2022-23 Operating Budget as presented. Vickie Raines seconded; the motion passed.

RISK MANAGEMENT COMMITTEE REPORT: Committee Chair, Rich Sill, provided the Board with an overview of upcoming committee activities, to include the proposed Targeted Risk Management focus for FY2022-23.

The Executive Committee met and discussed the proposed changes to the Targeted Risk Management focus at their July 8, 2022, meeting and forwarded to the Board for approval. Discussion took place.

Shelly Peters moved to approve the proposed Targeted Risk Management focus for FY2022-23. Thad Duvall seconded; the motion passed.

UNDERWRITING COMMITTEE REPORT: Committee Chair, Adam Kick, provided the Board with an update on the Committee's activities, which included an overview of the meeting held June 17, 2022. Mr. Bryan detailed the proposed changes to the Memorandum of Liability Coverage.

The Executive Committee met and discussed the proposed changes to the Memorandum of Liability Coverage at their July 8, 2022, meeting and forwarded to the Board for approval. Discussion took place.

Adam Kick moved to approve the proposed changes to the 2022-23 Memorandum of Liability Coverage (MLC). Donnie LaPlante seconded; the motion passed.

CONSULTANT CONTRACTS: The WCRP Executive Director provided an overview of the proposed contract with the WCRP's Broker, Gallagher, along with a statement of his support for the contract's approval.

Vickie Raines moved to authorize the WCRP Executive Director to enter into the proposed five-year contract with Gallagher for providing broker services to the WCRP. Brad Peck seconded; the motion passed.

GAVEL EXCHANGE AND WELCOME INCOMING PRESIDENT: President Brusic addressed the WCRP Board of Directors for the final time during his 2021-22 term as WCRP President. President Brusic officially passed the gavel to the Vice-President, President-Elect, Vickie Raines, who addressed the group.

STANDING COMMITTEE ASSIGNMENTS: President-elect, Vickie Raines, addressed the WCRP Board of Directors. She requested that member directors, alternates, and others consider serving on standing committees for the 2022-23 Fiscal Year.

UPCOMING MEETINGS AND CONFERENCES: President Brusic 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.

MEETING RECAP: President Brusic discussed important takeaways for each Director to share with his or her county, to include thanking the membership and WCRP staff for all their hard work over the last year.

ADJOURNMENT: With no further business to conduct, President Brusic adjourned the meeting at 10:13 am.

MINUTES APPROVED this 31 day of March, 2023.

Vickie R. Kaun
President

Attest: Bonnie Beddall
Secretary/Treasurer