

**WASHINGTON COUNTIES RISK POOL
BOARD OF DIRECTORS MEETING
MINUTES
Friday, March 25, 2022**

Board Members in Attendance

Name	Appointment		County
Jay Weise	Director	X	Adams
Ryan Lukson*	Alternate Director	X	Benton
Kevin Overbay	Director	X	Chelan
Rich Sill	Director	X	Clallam
Nicole Tideman	Risk Manager	X	Cowlitz
Thad Duvall	Director	X	Douglas
Brad Peck	Director	X	Franklin
Vickie Raines *	Director	X	Grays Harbor
Jill Johnson	Director		Island
Phillip Hunsucker	Alternate Director	X	Jefferson
Kristine Foreman	Director	X	Kittitas
Chris Panush	Director	X	Lewis
Randy Neatherlin	Director (Left meeting at 10:05 am)	X	Mason
Tanya Everett	Director	X	Okanogan
Marie Guernsey	Director	X	Pacific
Mary Jensen	Director	X	Pend Oreille
Mike Thomas	Director	X	San Juan
Bonnie Beddall	Director	X	Skagit
Adam Kick	Director	X	Skamania
Steve Bartel *	Director	X	Spokane
Gary Edwards	Director	X	Thurston
Shelly Peters	Alternate Director	X	Walla Walla
Donnie LaPlante	Alternate Director	X	Whatcom
Joe Brusic *	Director	X	Yakima

* Denotes Executive Committee Member

Others in Attendance

Name	Designation/Title		County/Organization
Patricia Phillips	Alternate Director (ALT/CA/RM)	X	Adams
Adam Morasch	Alternate Director (ALT/CA/RM/SO)	X	Benton
Mindy Young	Assistant Risk Manager	X	Pacific
Linda Darcy	Risk Manager	X	Pend Oreille
Mark McCauley	Interim County Administrator	X	Jefferson
Susan Geiger	Island County	X	Island
Debi Van Camp	HR Administrator	X	Skamania
Tom Lannen*	Commissioner	X	Skamania
Shelley Keitzman	HR Analyst	X	Okanogan
Bryan Anderson	Risk Analyst	X	Thurston
Jordyn Giulio	Alternate Director	X	Douglas
Jennifer Johnson	Chief Civil DPA	X	Franklin
Stephanie Nace	RM/Safety & Claims (Arrived at 10:55 am)	X	Grays Harbor
Cindy Erwin	Paralegal/Claims and Risk Manager	X	Yakima
Aimee Albright	HR/Risk Specialist	X	Lewis
Christopher Horner	Deputy Prosecutor	X	Kittitas
Nichole Wilston	Risk Manager	X	Mason
Tom Reyes	Deputy HR/Risk Director	X	Clallam
Tammy Sullenger	HR/RM Analyst	X	Clallam

Shawn Sant	Prosecuting Attorney	X	Franklin
Julie McCallum	Area Vice-President	X	Gallagher
John Chino	Vice-President	X	Gallagher
Chase Jones	Vice-President	X	Gallagher
Stephen Erni	Client Services Supervisor	X	Gallagher
Henry Winner	Client Services Associate	X	Gallagher
Kevin Wick	Managing Director	X	PwC
Craig Scukas	Director	X	PwC
Derek Bryan	Executive Director	X	WCRP Staff
Erin Konrady	Director of Member Services	X	WCRP Staff
Chuck Boyd	Director of Risk & Claims	X	WCRP Staff
Deanna Owen	Director of Finance & Operations	X	WCRP Staff
Chloe Hakola	Administrative and Accounting Specialist	X	WCRP Staff
Kaylee Benedict	Member Services Specialist	X	WCRP Staff

* Denotes Executive Committee Member

WELCOME, ROLL CALL AND INTRODUCTIONS: President Brusic called the meeting to order at 9:02 am. He welcomed everyone and confirmed a quorum.

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

MINUTES: Gary Edwards moved, and Tom Lannen seconded to approve the minutes of the July 30, 2021, 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 March 4, 2022, and a request that the Board fill four vacancies on the Executive Committee through appointment. The Board was provided with the names of the four individuals who have been nominated by the Executive Committee for appointment.

Gary Edwards moved, and Mark McCauley seconded to appoint Rich Sill to fill the vacated Executive Committee position and complete the term expiring September 30, 2022, Kevin Overbay to fill the vacated Executive Committee position and complete the term expiring September 30, 2023, and Chris Panush and Philip Hunsucker to fill the two vacated Executive Committee positions and complete the terms expiring September 30, 2024; the motion passed.

Steve Bartel addressed the Board regarding the vacated Vice President position and proposed that Vickie Raines hold both positions of Vice President and Secretary/Treasurer, with Vickie Raines moving into the President position as of October 1, 2022. Discussion took place.

Steve Bartel moved to appoint Vickie Raines as Vice President while retaining her current duties as Secretary/Treasurer and to become President as of October 1, 2022. Gary Edwards seconded. The motion passed.

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, a financial outlook and upcoming renewal efforts. He also requested Board approval for moving forward with an RFP – an authority for awarding the contract, for a law enforcement virtual reality program. Finally, he asked the Board to approve the addition of Klickitat County to the WCRP membership, effective October 1, 2022. Discussion took place.

Gary Edwards moved, and Chris Panush seconded to authorize the WCRP Executive Director to approve the selection of, and to contract for, the WCRP's purchase of a law enforcement virtual reality program following a formal RFP process.

Randy Neatherlin moved, and Vickie Raines seconded to approve Klickitat County's membership in the WCRP to be effective October 1, 2022.

Further discussion took place and questions were asked about whether the Pool's broker, Gallagher, had any concerns about Klickitat County joining the WCRP. John Chino from Gallagher addressed the group and indicated that they did not.

Randy Neatherlin amended his motion to approve Klickitat County's membership with the caveat that there are no concerns or other red flags expressed by the Broker with the addition of Klickitat County. Vickie Raines seconded the motion as amended. The motion passed.

FINANCE & OPERATIONS REPORT: WCRP's Director of Finance & Operations, Deanna Owen, provided a report on the WCRP financials, including an update on Pool's annual state audit. Ms. Owen noted that the SAO has now scheduled their on-site with the Pool for April 4-15. It is expected that the audit report will be presented at the Summer meeting. The Committee was then provided an overview of the FY2021 year-end financials, along with the 1st Quarter financials for FY2022.

Thad Duvall moved, and Philip Hunsucker seconded to approve the FY2021 4th Quarter financials as presented; the motion passed.

Philip Hunsucker moved, and Gary Edwards seconded to approve the FY2022 1st Quarter financials as presented; the motion passed.

INDEPENDENT ACTUARY REPORT: Craig Scukas and Kevin Wick, with PricewaterhouseCoopers, presented their Reserve Review Study for year-ending September 30, 2021.

President Brusic recessed the meeting for 10 minutes, meeting resumed at 10:46 AM.

INVESTMENT COMMITTEE REPORT: Committee Chair Vickie Raines, provided a report from the Investment Committee. She shared an investment summary as of February 2022.

INDEPENDENT INVESTMENT ADVISOR REPORT: Julie Hughes of Chandler Asset Management presented an investment report including an economic update and account profile.

BROKER REPORT: Julie McCallum, John Chino and Chase Jones from Gallagher provided the Board with an update on the upcoming renewal process, and market outlook along with a current summary of the marketing efforts. Discussion took place.

MEMBER SERVICES REPORT: The WCRP's Director of Member Services, Erin Konrady, provided a report on Member Services activities, to include past and upcoming training, and an update on Member Programs.

RISK & CLAIMS REPORT: The WCRP's Director of Risk & Claims, Chuck Boyd, provided a report on recent claims activities, to include an overview of open claims along with a historical overview.

PERSONNEL COMMITTEE REPORT: Committee Chair, Vickie Raines, provided the Board with an overview of the activities of the Personnel Committee, which included a review of changes being requested to the WCRP's Organizational Chart and to Salary Schedule. Ms. Raines noted that both the Personnel Committee and the Executive Committee approved the changes proposed and she asked Mr. Bryan to provide an overview of the recommended changes. Mr. Bryan provided an overview and answered questions. Mr. Bryan also noted that the intent is to have the proposed WCRP Organizational Chart and Salary Schedule become effective on April 1, 2022, so that he may begin posting and filling positions. Discussion took place.


Gary Edwards moved, and Steve Bartel seconded to approve the proposed WCRP Organizational Chart Salary Schedule as proposed, to be effective April 1, 2022; the motion passed.

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 regarding venue options for the future conference locations and the Board was asked to consider staff's recommendations and make final selections.


Philip Hunsucker moved, and Gary Edwards seconded to hold the 2023 Summer Conference & Board Meeting on July 19-20, 2023, at the Davenport Grand in Spokane, to hold the 2023 Fall Conference & Board Meeting on October 18-20, 2023, at the Swinomish Casino & Lodge, in Anacortes, to hold the 2024 Spring Conference & Board Meeting on March 27-29, 2024, at the Holiday Inn in Richland; the motion passed.

ADJOURNMENT: With no further business to conduct, President Brusic adjourned the meeting at 12:17pm.

MINUTES APPROVED this 21st day of July, 2022.



President

Attest: 

Secretary/Treasurer