

WASHINGTON COUNTIES RISK POOL
EXECUTIVE COMMITTEE

MINUTES

Regular Meeting 3:00 p.m.
Tuesday, June 20, 1989
Red Lion Inn, Yakima Valley

ATTENDANCE:

President - Bill Vogler, Grays Harbor County Commissioner
Vice-President - Shirley Van Zanten, Whatcom County Executive
Treasurer - Deborah Cone, Kitsap County Dir. of Internal Management
Secretary - Vyrle Hill, Pacific County Administrative Officer

Benton County - Ray Isaacson, County Commissioner - Dir.
Sandi Strawn, County Commissioner
Bob Drake, County Commissioner
Steve Lowe, Dep. Pros./Attorney - Risk Manager
Clallam County - Jim Rumpeltes, Administrative Coordinator - Alt.
Cowlitz County - Joan LeMieux, County Commissioner - Dir.
Frank Bishop, Budget Director - Alt.
Franklin County - Neva Corkrum, County Commissioner - Dir.
Grays Harbor County - Rose Elway, Budget/Mgmt. Services Dir. - Alt.
Island County - Gordon R. Hey, Budget Director - Alt.
Jefferson County - B.G. Brown, County Commissioner - Dir.
Mason County - Christine Freed, Budget Director - Alt.
Skamania County - Marilyn Breckel, Staff Assistant - Alt.
Spokane County - Claude L. Cox, Risk Manager - Dir.
Whatcom County - Tom Sutberry, Budget Director

Visitors - Adams County - Bill Morris, County Commissioner
Bill Wills, County Commissioner
Columbia County - Jon W. McFarland, County Commissioner
Whitman County - Margaret McGreevy, County Commissioner
Steve Hullin, Corroon & Black, Inc. - Broker

Risk Pool Staff - John Crawford, Executive Director
Aileen Boren, Administrative Assistant

The meeting was called to order at 3:08 a.m. by President Bill Vogler. President Vogler welcomed visitors from Adams County, Columbia County, Whitman County, and Corroon & Black.

APPROVAL OF MINUTES:

May 19, 1989 Executive Committee Meeting, Sea-Tac Airport: Vyrle Hill moved to approve the minutes. The motion was seconded by Neva Corkrum and approved.

COMMITTEE REPORTS:

Finance Committee:

Treasurer's Report and Voucher Approval: Deborah Cone presented the Treasurer's Report including a recap of investment activity for the period from September 1988 through May 1989. The ending balance was \$3,265,179.25 and the net earnings rate for the month was 8.35%.

The schedule of member county premium payments reflected the payments of three new members: Chelan, Klickitat, and San Juan Counties. The expenses for the month of June amounted to \$24,310.62. Shirley Van Zanten moved to approve the expenses for the month of June. The motion was seconded by Claude Cox and approved.

Operations Committee:

Incurred Incidents and Claims: John Crawford reported that Loss Runs have been sent to each of the counties for their review and revision. On Friday, June 23rd, John will meet with actuary Chuck Petit to review preliminary matters concerning the actuarial study. He expects to submit the full information to Coopers and Lybrand on July 7th.

Pool Risk Management Program:

Liability Seminar July 20, 1989 at Spokane: On July 20th, there will be a Risk Management Training Seminar in Spokane at the Red Lion Inn. Claude Cox discussed the speakers and the subjects that will be covered at the seminar. Those interested in attending should call the Red Lion Inn directly for reservations and send in the registration form for the seminar. Bill Vogler asked all those present to encourage fellow board members, commissioners, administrative personnel, and non-member counties to attend the training seminar.

Needs Assessment Survey: Vyrle Hill noted that the the Risk Management Needs Assessment Survey has not been published because several counties ~~that~~ have not returned the survey to the Pool. The results of the survey should be presented at the July Board Meeting in Spokane.

DISCUSSION:

Pool's Joint Self-Insurance Policy for Second Year: Steve Hullin reported the proposed coverages for next year. In the next few weeks, Corroon & Black will be working closely with the Operations Committee on finalizing the draft of Pool's Joint Self-Insurance Policy. This draft is a working of material taken from the Pool's present policy, and the Washington Cities Insurance Authority and International Surplus Lines Insurance Company policy forms. It is very broad to cover most county exposures. Then, through the use of exclusions, the Pool can limit coverages in certain areas. A summary comparison of the current policy and the proposed draft will be completed by Corroon & Black and the policy should be ready for approval at the July meeting of the Board.

Actuary Information: John Crawford asked for directions to give the actuary performing the study. Ray Isaacson moved to authorize the Pool to proceed with an actuary study with the first draft of the insurance policy and the directions listed below. The motion was seconded by Shirley Van Zanten and approved.

1. Estimate losses per licensed vehicle and per worker hour uniformly on a Pool-wide basis assuming alternative Pool retention levels of \$500,000, \$1 Million, \$2 Million, \$3 Million, \$4 Million and \$5 Million.

2. Estimate uniformly based member county premiums assuming member county deductible amounts of \$1,000, \$5,000, \$10,000, \$25,000, \$50,000, \$100,000 and \$250,000.
3. If member counties elect different deductible amounts in the second year than they chose in the first year, or if the Pool's retention level increases, estimate whether the cumulative impact is such that the Pool should collect more reserves, and if so, the amounts that should be collected.

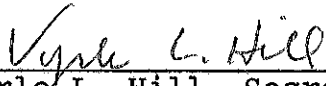
If all the information is provided to the actuary on July 7th, a preliminary report could be received by the end of July or the first of August. President Vogler suggested that the Operations Committee assist in questions arising during the actuary study.

Pool Office: The Washington Counties Insurance Fund (WCIF) has asked the Pool to consider jointly leasing or buying office space. Photographs of a proposed office building located in Olympia were circulated. After discussion, it was decided that the WCIF should obtain more information on the proposal before it is submitted to the full Board of Directors.

Pool Staffing: President Vogler suggested that next year's Pool staffing should be reviewed as part of the upcoming budget process. Shirley Van Zanten agreed that the Planning Committee could look into priorities with regards to staffing, outside services, and in-house handling of certain services, and the costs associated with these services. President Vogler suggested that the Operations Committee and the Planning Committee work together and prepare a formal written plan along with the budget for consideration at the August Executive Meeting.

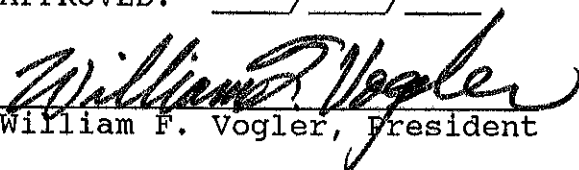
The meeting was adjourned at 4:38 p.m.

RESPECTFULLY SUBMITTED:



Vyrle L. Hill, Secretary

APPROVED: _____



William F. Vogler, President