

**WASHINGTON COUNTIES RISK POOL
EXECUTIVE COMMITTEE**

MINUTES

**9:30 a.m., Friday, December 9, 1994
Wyndham Garden Hotel, SeaTac**

ATTENDANCE:

**President - Frank A. Bishop, Cowlitz County Budget Director
Secretary/Treasurer - Mike Shelton, Island County Commissioner
Executive Committee -**

**Steve M. Lowe, Benton County Deputy Prosecuting Attorney
Marjorie Upham Rood, Clallam County Director of Personnel/Risk Management
Rose Elway, Grays Harbor County Director of Management Services
Warren Dahlin, Lewis County Commissioner
Richard Brown, Whitman County Director of Administrative Services**

**Washington Counties Insurance Fund --
Executive Chair - Nora Mae Keifer, Whitman County Commissioner
Chair - Sandi Strawn, Benton County Commissioner
Chair Counsel - Bob Paylor, Grays Harbor County Commissioner
Board Member - Don Scheibe, Asotin County Commissioner**

**Grays Harbor County - Dick Dixon, County Commissioner - Risk Pool Director
Lewis County - Carl L. Hemenway, County Commissioner - Risk Pool Director Designate
Thurston County - Starlene Parsons, Human Resources Division**

**Broker - Mike Croke, Vice President, Willis Corroon of Seattle
Carl T. Oswald, Assistant Vice President, Genesis Underwriting Management Company**

**Risk Pool Staff - John Crawford, Executive Director
Alicia Johnson, Claims Manager
Jay Winter, Training Coordinator
Aileen Boren, Administrative Assistant
Jennifer Boren, Secretary**

**Insurance Fund Staff - Kathleen "Kitty" Wallace, Benefit Director
Rita M. Fanning, Accounting/Operations**

WELCOME, ROLL CALL AND APPROVAL OF AGENDA: A joint meeting of the Executive Committee and Washington Counties Insurance Fund was called to order at 9:30 a.m. by Risk Pool President Frank A. Bishop who welcomed all in attendance and asked that everyone identify themselves.

The agenda was approved as printed, except that the order of the claims report was moved.

Claims: Alicia Johnson reported that the jury verdict in the *Jordan vs. Spokane County* case was for \$2.1 million, making it our most costly case.

DISCUSSION AND ACTION:

Administrative Services Agreement: After much discussion regarding the type of administrative services expected by the Insurance Fund of the Risk Pool, the personnel involved, and pricing, the Executive Committee assented to a reworking of the language of the draft agreement for approval by the Risk Pool Board at a January meeting.

Office Purchase / Lease: The Insurance Fund asked whether the Risk Pool would consider purchasing the credit union building together. After discussion, the Insurance Fund was asked to wait until the purchase is completed, and raise the question at a later date if still interested.

The Chair adjourned the meeting for lunch. After lunch, the Risk Pool Executive Committee continued the meeting.

OLD BUSINESS:

Reinsurance: Mike Croke introduced Genesis underwriter Carl Oswald, who described his company, and who provided the Pool with a reinsurance agreement for the \$5 million excess of \$5 million layer.

Premiums: Mike Shelton moved to approve the final premium billings. The motion was seconded by Rose Elway and approved.

Legislative Agenda: Mike Shelton reported on the legislative agenda adopted by the Washington State Association of Counties.

Supplemental Budget: John Crawford commented that the Pool will work with the Insurance Fund staff and contractors in determining the amount of tenant improvement work that needs to be done on the new building and the cost.

REPORTS:

Approval of Minutes: Mike Shelton moved to approve the minutes of the September 16th Meeting. The motion was seconded by Warren Dahlin and approved.

Finances and Voucher Approval: Aileen Boren stated that all members have paid their premiums and the Pool has refunded the overpayments. Mike Shelton moved to approve the vouchers. The motion was seconded by Warren Dahlin and approved.

Programs: Jay Winter commented on the CDL "Fit for Work" supervisor training, law enforcement EVOC training, and policy writing workshops.

OTHER BUSINESS:

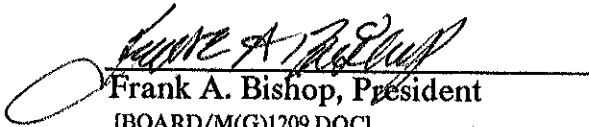
Future Meetings: President Frank Bishop recalled the Winter Board Meeting as a one day meeting starting at 9:30 a.m. on Thursday, January 19th for the purpose of considering a

Services Agreement with the Insurance Fund, filling a vacancy in the Executive Committee, and reviewing the supplemental budget for the new building.

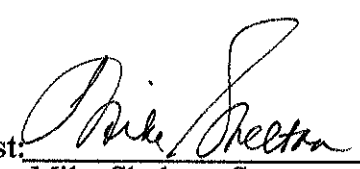
The next regularly scheduled meeting of the Executive Committee will be on Thursday, February 16th, at 9:30 a.m. at the Wyndham Garden Hotel, SeaTac.

The meeting was adjourned at 2:15 p.m.

MINUTES APPROVED: _____



Frank A. Bishop, President
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Attest: 

Mike Shelton, Secretary