

WASHINGTON COUNTIES RISK POOL
EXECUTIVE COMMITTEE

MINUTES

9:30 a.m., Friday, December 6, 1996
Wyndham Garden Hotel, SeaTac

ATTENDANCE:

President - Mike Shelton, Island County Commissioner
Secretary/Treasurer - Dick Dixon, Grays Harbor County Commissioner
Executive Committee -
Deborah Broughton, Kitsap County Director of Administrative Services
Mary Jo Cady, Mason County Commissioner
Spence Higby, Okanogan County Commissioner
Richard Brown, Whitman County Director of Administrative Services

Broker - Mike Croke, Vice President, Willis Corroon of Seattle
Actuaries - Kevin Wick and Craig Scukas, Coopers & Lybrand

Risk Pool Staff - John Crawford, Executive Director
Alicia Johnson, Claims Manager
Jay Winter, Programs Manager

WELCOME and ROLL CALL: The meeting was called to order at 9:40 a.m. by President Mike Shelton who welcomed all in attendance and noted that a quorum was present.

APPROVALS:

Agenda: The agenda was approved as printed.

Minutes: Dick Dixon moved to approve the minutes of the September 19th Meeting at SeaTac. The motion was seconded by Dick Brown and approved.

Vouchers: Dick Brown moved to approve the vouchers. The motion was seconded by Spence Higby and approved.

REPORTS:

Committee Members: Committee members reported on results of the election and other changes in county personnel, jail overcrowding and ballot defeats, and liability losses.

Board Autumn Meeting: The minutes of the October 7th Board Autumn Meeting were included in the materials.

WSAC Legislative Agenda: Mike Shelton reported that the WSAC adopted a legislative agenda at its meeting last month in Richland. It is on the WSAC electronic bulletin board.

Claims: Alicia Johnson summarized the claims trends.

Willis Corroon: Mike Croke remarked that a copy of the casualty risk control questionnaire was included in the meeting materials. Mike also described his efforts in marketing workers compensation excess insurance group purchase for the nine members who are self-insured for L&I.

PREPARATION FOR WINTER BOARD MEETING:

Loss Control Program Evaluation Model Policies: Jay Winter described his meetings with focus groups representing many Pool members and their efforts in developing model policies on fairgrounds, volunteers and roads. He will also be meeting with groups for parks and buildings. Dick Dixon asked that the model policies be sent to all the Pool Directors with a cover letter asking that they be distributed to appropriate county employees for review and comments.

OTHER BUSINESS:

Skid Car Grants: Jay Winter distributed the grant request from Spokane County and mentioned that several other regions were completing their applications. The Committee decided to delay action until more applications were submitted.

Loss Reserve Analysis / Alternative Premium Funding Methods: Coopers & Lybrand actuaries Kevin Wick and Craig Scukas discussed the reserving review that they completed as of September 30th and also alternative premium funding methods. After discussion, the Committee decided to place on the Board agenda whether to delete the part of the underwriting policy that would refund unearned portions of premiums, and transfer them to unallocated claims reserves instead. The Committee also decided to place on the Board agenda the question of whether to continue collecting premiums at the expected ultimate loss amount or some higher confidence level.

Financial Management Policy and Investments Annual Review: No modifications to the investment policy were recommended. Investment summaries including interest rate comparisons, descriptions of investment types, dollar cost averaging and laddering investments were shown.

Future Board Meetings: After discussion, the Chair set the 1997 Executive Committee Meetings on Thursday, March 13th, Thursday, June 26th, Thursday, September 18th, and Thursday, December 4th. All the meetings are at SeaTac.

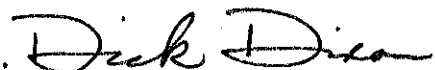
The Board Winter Meeting is Thursday, January 23, 1997 at 9:30 a.m. at the West Coast Sea-Tac Hotel in SeaTac.

The meeting was adjourned at 1:56 p.m.

MINUTES APPROVED: 3 / 13 / 97



Mike Shelton, President
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Attest: 
Dick Dixon, Secretary