

**WASHINGTON COUNTIES RISK POOL
EXECUTIVE COMMITTEE**

MINUTES

**9:30 a.m., Thursday, March 14, 1996
West Coast Sea-Tac Hotel, SeaTac**

ATTENDANCE:

President - Mike Shelton, Island County Commissioner
Marjorie Upham Rood, Clallam County Director of Personnel/Risk Mgmt
Frank A. Bishop, Cowlitz County Budget Director
Deborah Broughton, Kitsap County Director of Administrative Services
Richard H. Brown, Whitman County Director of Administrative Services

Planning Committee Member Claude L. Cox, Spokane County Risk Manager

Broker - Mike Croke, Vice President, Willis Corroon of Seattle
Risk Pool Staff - John Crawford, Executive Director
Alicia Johnson, Claims Manager
Jay Winter, Programs Manager
Aileen Boren, Administrative Assistant

WELCOME and ROLL CALL: The meeting was called to order at 9:35 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 prepared.

Minutes: Frank Bishop moved to approve the minutes of the December 12th Meeting at SeaTac. The motion was seconded by Marge Rood and approved.

Vouchers: Frank Bishop moved to approve the vouchers. The motion was seconded by Marge Rood and approved.

REPORTS:

Committee Members: Committee Members reported about flooding, hearing examiners and GMA.

Board Winter Meeting: The minutes of the January 18th Meeting of the Board of Directors was included in the meeting materials.

PRIMA Recognition Program Self-Audit: Marge Rood performed an evaluation audit of the Risk Pool for the PRIMA recognition program. As part of the PRIMA recognition program, the Executive Committee addressed the Coopers & Lybrand claims audit findings, conclusions and recommendations. The Executive Committee signed the verification that it had reviewed and approved of the evaluation.

Personnel Committee: Marge Rood reported about the meetings of the Personnel Committee. As a preliminary report, the committee is working on a new position in the claims area, and will recommend a consolidated and more general position of program assistant that would be used for three of the existing positions. The committee will meet again before the April Board Meeting.

WSAC Legislative Agenda: Mike Shelton described his impression of the recent legislative session as it related to counties, and specially mentioned GMA and E-9-1-1.

Planning Committee: Mike Shelton reported that the planning committee met in February to plan, then met again on March 8th with the WCIF Executive Committee. Frank Bishop moved that the Executive Committee recommend to the Board that the Risk Pool continue providing administrative services to the WCIF in a manner that is fair to both programs, and to study organizational structure, costs, trade-offs and financial benefits to the Risk Pool in moving to multi-line product offerings. The motion was seconded by Richard Brown and approved.

Programs: Jay Winter discussed the results of the information questionnaire that was sent to risk managers, safety officers, and public works and law enforcement trainers. Jay will report to the Board on the skid-car feasibility.

PREPARATION FOR SPRING BOARD MEETING:

Bylaws: Selected parts of the Bylaws were reviewed. Frank Bishop moved to recommend increasing the size of the Executive Committee to 9 members (3 each in 3-year staggered terms.). The motion was seconded by Debbie Broughton and approved.

Joint Self-Insurance Liability Policy: The liability policy will be on the agenda for approval for next year.

Coopers & Lybrand Service Agreements: Marge Rood moved to recommend approval of the service agreements as proposed with Coopers & Lybrand for actuarial and claims audit services. The motion was seconded by Frank Bishop and approved.

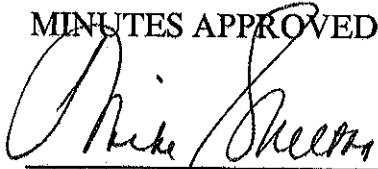
OTHER BUSINESS:

Emergency Dispatch: Frank Bishop asked if emergency dispatch centers were dispatching emergency vehicles using "hot" or "cold" or other such codes regarding speeds and use of emergency lights and sirens.

Future Board Meetings: The Spring Board Meeting will be Thursday, April 25, 1996 at 9:30 a.m. at the West Coast Sea-Tac Hotel. The Next Executive Committee Meeting will be Thursday, June 27, 1996 at 9:30 a.m. at the Wyndham Garden Hotel, SeaTac.

The meeting was adjourned at 1:15 p.m.

MINUTES APPROVED: 6 / 25 / 96



Mike Shelton, President
[BOARD-H/M(H)0314.DOC]

Attest: 

Marjorie Upham Rood, Secretary