

**WASHINGTON COUNTIES RISK POOL
EXECUTIVE COMMITTEE**

MINUTES

**9:00 a.m. Thursday, October 11, 2001
WestCoast Sea-Tac Hotel, SeaTac**

ATTENDANCE:

President – David Goldsmith, Jefferson County Deputy County Administrator
Secretary/Treasurer – Steve M. Lowe, Franklin County Prosecuting Attorney
Executive Committee –

Marilyn Breckel, Skamania County Administrative Services Manager
Rose Elway, Grays Harbor County Director of Management Services
Vyrle L. Hill, Pacific County Administrative Officer
Leon Long, Spokane County Risk Manager
Si A. Stephens, San Juan County Auditor
R. S. Zirkle, Yakima County Chief Deputy Prosecuting Attorney

Broker – Mike Croke, ARM, Senior Vice President, Willis Corroon of Seattle
Risk Pool Staff - John Crawford, Executive Director
Alicia Johnson, Claims Manager
Jay Winter, Programs Manager

WELCOME and ROLL CALL: Past President Si Stephens called the meeting to order at 9:08 a.m., welcomed all in attendance, and announced that a quorum was present.

APPROVAL:

Minutes: Vyrle Hill moved to approve the minutes of the June 14th meeting in Yakima. The motion was seconded by Rose Elway and approved.

Vyrle Hill moved to approve the minutes of the August 23rd meeting in SeaTac. The motion was seconded by Marilyn Breckel and approved.

Vouchers: Vyrle Hill moved to approve the vouchers. The motion was seconded by Marilyn Breckel and approved.

Disposition of Assets: Vyrle Hill moved to approve the disposition of surplus assets. The motion was seconded by Rose Elway and approved.

Premium Spreadsheet: Si Stephens moved to approve the final premium spreadsheet and billings. The motion was seconded by Vyrle Hill and approved.

REPORTS, DISCUSSION AND ACTION:

Minutes of Board Spring Meeting: The minutes of the Annual Meeting of the Board were included in the meeting materials.

Programs: Jay Winter gave a year-end report that included risk analysis surveys and a progress report on e-learning. He also reported that "shoot-no-shoot" training would be given to Okanogan and Whitman county sheriffs' deputies. Jay will give a white paper report to the Board next month on district and juvenile court pre-trial release and probation exposures.

Claims: Alicia Johnson gave a year-end report on claims. 841 new claims were reported this year, and 993 claims were closed, with 414 open claims at year-end. There were 11 large losses (exceeding \$100,000) that closed this year with total costs of \$6.9 million. County deductibles in those 11 cases were \$1.45 million, the Risk Pool paid \$1.8 million, and reinsurance paid the balance.

Reinsurance: Mike Croke stated that insurance companies were reporting upwards of \$50 billion in insured losses from the events of September 11th. Future rate increases are unknown, but we should start to see what is happening with the January insurance treaty renewals. Mike recommends that we continue to discuss our program with Discover Re and Swiss Re, but also consider marketing our program to other companies.

Vyrle Hill moved that we gain more flexibility by moving up the date of our actuary report by providing the calendar year sequence of worker hours to our actuary, rather than a 2nd, 3rd, 4th and 1st quarter sequence, to calculate premiums. The motion was seconded by Rose Elway and approved.

Membership Relations: Klickitat County sent a one-year notice of its intent to withdraw from the Risk Pool.

The Committee discussed ways to improve membership relations, and asked that it be an agenda item at the Board Autumn Meeting.

Personnel: Steve Lowe moved to recommend revising Section E.1 of the Personnel Policy that presently states "The Board shall appoint a Personnel Committee on an annual basis which shall be chaired by the Secretary/Treasurer." The President appoints other committee members and chairs, and should be given that flexibility with the Personnel Committee.

Other Business: Steve Lowe reported that prosecutors and sheriffs had met recently regarding the jail standards project, and find that there are still major differences in what the standards should include. Steve also reported that the WAPA civil attorneys are working on a training session in April 2002 regarding contracts.

ADJOURN: With no further business, the meeting was adjourned at 12:55 p.m.

FUTURE MEETINGS:

Autumn Board Meeting – Thursday, November 8 – WestCoast Hotel, Wenatchee
Executive Committee –

February 21, 2002, Tumwater

April 18, 2002, SeaTac

June, Bellevue (during WSAC Summer Convention)

October, Wenatchee (during WSAC/WACO Conference)


MINUTES APPROVED:



David Goldsmith, President

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Attest:


Steve M. Lowe, Secretary