

**WASHINGTON COUNTIES RISK POOL
EXECUTIVE COMMITTEE**

MINUTES

**1:30 p.m. Tuesday, April 20, 2004
Risk Pool Office, Tumwater**

ATTENDANCE:

President – Leon Long, Spokane County Risk Manager

Secretary – Craig Vejraska, Okanogan County Commissioner

Executive Committee –

Rose Elway, Grays Harbor County Director of Management Services/Budget/Insurance

David Goldsmith, Jefferson County Administrator

Vyrle L. Hill, Pacific County Administrative Officer

Barbara Razey, Kitsap County Risk Manager

State Risk Manager John Nicholson

SAO Audit Manager Kelly Collins, CPA

SAO Assistant Audit Manager Linda L. Kerns

SAO Assistant State Auditor Kathy Goulet-Whitehead

Risk Pool Staff - John Crawford, Executive Director

Sue Colbo, Accounting Officer

WELCOME and ROLL CALL: President Leon Long called the meeting to order at 1:30 p.m., took a roll call, and announced that a quorum was present.

REPORTS, DISCUSSION and ACTION:

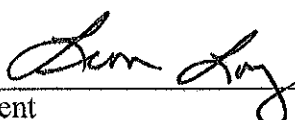
Financial Report: The state auditors held an exit conference with the Executive Committee. They provided a management letter regarding travel expenditures by staff and they discussed the financial statements regarding the establishment of a contra account for reinsurance receivables.

Executive Session – Personnel: At 2:15 p.m., the chair conducted the meeting in executive session in accordance with RCW 42.30.110(g) to review the performance of a public employee. The Executive Session was concluded at 3:26 p.m.

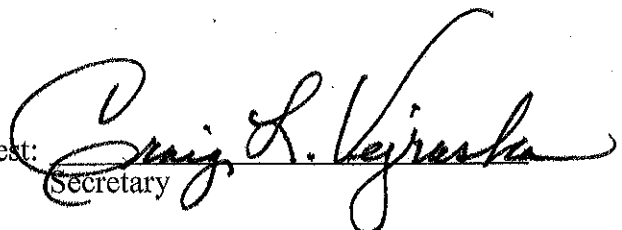
Vyrle Hill moved to report the reinsurance receivables in two notes to the financial statements, Note 11 regarding reinsurance allowance and Note 12 regarding subsequent events. The motion was seconded by Craig Vejraska and approved.

With no further business, the meeting was adjourned at 3:35 p.m.

MINUTES APPROVED: JUNE 22, 2004



President

Attest: 
Secretary