

TELEPHONIC MEETING MINUTES
WASHINGTON COUNTIES RISK POOL
EXECUTIVE COMMITTEE
9:00 AM, Friday, March 16, 2012

PARTICIPATING:

President – Steve Bartel, Director – Spokane County Risk Manager

Secretary/Treasurer – Mark Wilsdon, Director – Clark County Risk Manager

Executive Committee Members –

Keith Goehner, Director – Chelan County Commissioner

Steve Clem, Director – Douglas County Prosecuting Attorney

Lee Grose, Director – Lewis County Commissioner

Andrew Lampe, Director – Okanogan County Commissioner

Laura Merrill, Director – Pend Oreille County Commissioner

Marilyn Butler, Alternate Director – Skamania County Risk Manager

Tammy Devlin, Alternate Director – Thurston County Risk Manager

Randy Watts, Director – Whatcom County Chief Civil Deputy Prosecuting Attorney

Vyrle Hill – WCRP Executive Director (*ex-officio*)

Other (Standing Committee) Attendees –

Bryan Perry, RMC Co-chair / Alternate Director – Benton County Risk Manager

Risk Pool Staff –

Susan Looker – Claims Manager

Jill Lowe – Loss Control Coordinator

Producer –

Elizabeth Miser, Area Vice President – Arthur J. Gallagher RMS, Inc.

Call to Order, Welcome and Roll Call: President Bartel called a telephonic meeting of the WCRP Executive Committee to order at 9:03 a.m. noting that he could confirm a quorum existed. NOTE: Marilyn Butler joined the telephonic meeting at 9:05 a.m., Andrew Lampe at 9:10 a.m., and Elizabeth Miser at 9:30 a.m.

Agenda: President Bartel referenced the agenda with three bullets within the earlier emailed meeting notice. Mr. Hill asked for time to share locations options for the 2012 Autumn Conference and noted that Ms. Merrill was seeking a moment to discuss public records requests. Mr. Grose moved to approve the agenda with the two added items; Ms. Devlin seconded, and the motion passed without dissent.

Nominating Committee: President Bartel reported that only Andrew “Drew” Woods responded to his recent solicitation for volunteers to fill the unexpired term of the position on the Executive Committee previously held by Jay Winter. Mr. Watts moved and Mr. Wilsdon seconded to recommend Drew Woods (Columbia County) for the Board’s consideration during the Spring Meeting to fill the unexpired term (thru September 2013) in the position on the Executive Committee vacated with Jay Winter’s departure; the motion carried.

Standing Committee Reports / Action Items

- **Finance:** Co-chair Clem deferred to Mr. Hill who with Co-chair Grose reported that the exit conference associated with the SAO’s audit of Fy2011 is scheduled to be conducted Monday, March 26th.
- **Personnel:** Co-chair Devlin reported briefly upon the succession planning noting that some minor changes to the earlier draft of the Emergency Succession Plan had been made and that discussion of the backup options was still needed to determine the preferred option. President Bartel noted next Wednesday evening’s meeting to consider the organizational philosophy and consider this item.
- **Risk Management:** Co-chair Perry reported that the Committee met in February and discussed the Loss Analysis Report produced by AJGRMS, member counties’ responses to their Phase II Risk Assessment recommendations, the HelpLine and pre-defense

review services, and the use of scholarship funds. Ms. Lowe added that the Committee has asked that she secure proposals with cost estimates to develop "white papers" addressing seven of the top ten allegations (loss drivers), and to explore options for accessing the RiskMaster claims database for loss control analyses.

- **Underwriting:** Co-chair Watts noted that the Committee met telephonically February 29th and considered several changes being suggested to the Joint Self Insurance Liability Policy including the narrowing or exclusion of coverage for railroads (ownership as well as O&M), adding exclusions associated with Financial Instruments and Debt Financing, defense coverage for elected officials in response to recall actions, and adding "future" to the present exclusion for "past salary or wages due". Mr. Watts reported that the railroad item was deferred to allow the broker to survey the exposures and secure premium estimates to secure coverage separately. He also shared that the Committee recommends 1) adding the Financial Instrument and Debt Financing exclusions, 2) not adding defense coverage for recall actions and eliminating the existing defense coverage for disciplinary proceedings against superior and district court judges, court commissioners, county attorneys or local health officers, and 3) not expanding the "past salary or wages due" exclusion to include "future" salary or wages. Following more discussion on the railroad coverage issue, Ms. Butler moved and Mr. Goehner seconded to advance the changes to the JSILP Coverage Form being recommended by the Underwriting Committee with the support of the Executive Committee; the motion carried.

Minutes: Mr. Goehner moved and Mr. Watts seconded for approval of the minutes as prepared and circulated for the February 2, 2012 Executive Committee meeting at SeaTac with the spelling correction noted; the motion carried without dissent.

Vouchers: Ms. Merrill moved and Mr. Grose seconded for approval of Voucher Approval Request No. 12-02, more specifically check numbers 5630 through 5787 (administrative) and 33117 through 33442 (claims) totaling \$1,751,742.41 with transfers of \$99,516.54; the motion passed without dissent.

Claims Settlement Authorizations: Mr. Watts moved and Mr. Grose seconded for approval of Claims Settlement Confirmation No. 2012-03-16, more specifically: George Johnson (supplement) v. San Juan County et al; and Mark Brown v. Island County et al. The motion carried.


2012 Autumn Conference: Mr. Hill reported receiving two proposals from facilities in southwest Washington as earlier suggested – Heathman Lodge (Vancouver) and Great Wolf Lodge (Grand Mound). The Committee decided to direct the proposals to the Board for consideration and action.

Insurance Producer (Broker) Services Report: Liz Miser joined the teleconference. She reported on the surveying efforts regarding railroad exposures and asked if there was a desired coverage (liability) limit. She suggested the \$10MM limit in the Grays Harbor rail operations agreement.

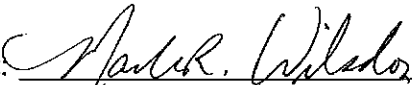
Public Records Requests: Ms. Merrill commented on the difficulties of managing electronic correspondence and properly responding to public records requests, and how multiple copies of the same basic piece of correspondence further compounds the time and effort needed in making such responses.

Adjournment: With the business concluded, President Bartel concluded the telephonic meeting at 9:42 a.m.

MINUTES APPROVED this 27th day of JUNE, 2012.



President

Attest: 

Secretary/Treasurer