

**WASHINGTON COUNTIES RISK POOL  
EXECUTIVE COMMITTEE MEETING  
Friday, January 26, 2018  
Red Lion Hotel Seattle Airport  
18220 International Blvd., Seattle, WA**

**ATTENDANCE:**

Name	Relationship	11/17	Comment
Tammy Devlin	President (2008-20)	<input checked="" type="checkbox"/>	
Steve Bartel	Vice President (2008-19)	<input checked="" type="checkbox"/>	
Mike Thomas	Secretary/Treasurer (2016-19)	<input checked="" type="checkbox"/>	
Lisa Young	Member (2012-18)	<input checked="" type="checkbox"/>	Telephonic; left at 1:15pm
Steve Clem	Member (2004-12, 2015-18)	<input checked="" type="checkbox"/>	Telephonic
Robert Koch	Member (2016-18)	<input type="checkbox"/>	Absent and excused
W.A. "Drew" Woods	Member (2012-19)	<input checked="" type="checkbox"/>	Telephonic
David Alvarez	Member (2013-19)	<input checked="" type="checkbox"/>	
Jill Johnson	Member (2015-20)	<input type="checkbox"/>	Absent and excused
Karen Goens	Member (2017-20)	<input checked="" type="checkbox"/>	Left at 1:15pm
Vickie Raines	Member (2017-20)	<input checked="" type="checkbox"/>	Left at 1:10pm
Derek Bryan	Executive Director ( <i>ex-officio</i> )	<input checked="" type="checkbox"/>	

**OTHERS ATTENDING:**

Name	Relationship	11/18	Comment	County/Organization
Rich Sill	Risk Management Committee Chair	<input checked="" type="checkbox"/>		Clallam
Thad Duvall	Finance Committee Chair	<input checked="" type="checkbox"/>		Douglas
Adam Kick	Underwriting Committee Chair	<input checked="" type="checkbox"/>		Skamania
Susan Looker	Claims Manager	<input checked="" type="checkbox"/>		WCRP
Sue Colbo	Accounting Officer	<input checked="" type="checkbox"/>		WCRP
Jill Lowe	Loss Control Coordinator	<input checked="" type="checkbox"/>		WCRP
Erin Konrady	Administrative & Accounting Spec.	<input checked="" type="checkbox"/>		WCRP
Liz Miser	Broker	<input checked="" type="checkbox"/>		AJG
John Chino	Broker	<input checked="" type="checkbox"/>		AJG
Kevin Wick	Actuary	<input checked="" type="checkbox"/>		PwC

**Welcome, Roll Call & Introductions:** President Devlin called the meeting to order at 9:01AM. She welcomed everyone and confirmed that a quorum existed.

**Agenda:** Vickie Raines moved and David Alvarez seconded to approve the agenda; the motion passed.

**Approval of Minutes:** Steve Bartel moved and Karen Goens seconded to approve the November 17, 2017 Executive Committee meeting minutes; the motion passed

**Claims Report:** The WCRP Claims Manager presented and discussed Claim Settlement Confirmation #2018-1-26 and the Executive Committee was asked to ratify the previously approved settlement authorizations identified.

The Claims Manager also provided the Executive Committee with an overview of recent communication with the Pool's reinsurer, Berkley Public Entity, who has involved themselves much more in the WCRP's claims handling. The Claims Manager provided an overview of some of the items Berkley has recently been requesting from the WCRP on claim files.

Vickie Raines moved and David Alvarez seconded to approve Settlement Confirmation Number 2018-1-26. The motion passed. Lisa Young abstained.

**General Discussion:** The Executive Committee and Standing Committee chairpersons engaged in an open discussion with regard to any issues facing the WCRP with regard to jurisdictional and loss trends

throughout the State, the reinsurance market and the need to re-engage the membership, and hold the members and their elected officials/department heads accountable.

Mr. Bryan presented an overview of how the current assessments are broken down by Administration & Operating Costs, Reinsurance and Excess Premiums, and WCRP Retained Losses. Mr. Bryan provided information showing recent years' claims trends in both numbers and costs, as well as recent years' paid claims, reserved claims and premiums paid to reinsurance and excess carriers.

**President Devlin recessed the meeting from 9:53AM until 10:12AM.**

**Executive Committee Assignment:** Discussion took place regarding specific tasks the Executive Committee will undertake going forward to promote member engagement, to include: training county elected officials and department heads, and possible implementation of member standards.

Vickie Raines moved to assign the Executive Committee with identifying and clarifying duties of Directors and Alternates, to plan the WCRP fall conference in conjunction with the WSAC conference annually when possible, to develop and/or sponsor training at the WSAC conference, to add an agenda item to the BOD meeting packet that includes a recap of key pieces from the meeting for each attendee to share with their county, to post draft minutes online which will include that recap for the membership to have access to. David Alvarez seconded. The motion passed with Steve Clem opposed.

**Finance Committee Assignment:** Discussion took place regarding specific tasks the WCRP Finance Committee will undertake going forward, to include: reviewing minimum and maximum member deductibles, reviewing the WCRP's Retention and Corridor, and rating factors for member deductibles and experience.

Drew Woods moved to task the Finance Committee with reviewing the appropriate minimum and maximum deductible levels and to work with the actuary to determine the financial impact with various deductibles set. Lisa Young seconded. The motion passed with Steve Clem opposed.

**Risk Management Committee Assignment:** Discussion took place regarding specific tasks the WCRP Risk Management Committee will undertake going forward, to include: analysis of data over a longer and shorter term, review of the membership compact requirements, and analysis of WCRP's Targeted Risk Management program.

Steve Bartel moved to assign the Risk Management Committee with continued research of claims over 50% of SIR, to include analysis on the types of claims members are having more recently, and to develop a standard best practice for employment actions that might result in termination. Mike Thomas seconded. The motion passed.

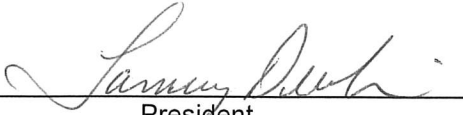
David Alvarez asked to have further discussion about the tasks assigned to the Finance Committee. Further discussion took place.

David Alvarez moved to have the actuary conduct analysis showing the total projected claims costs, as well as how it would look if the WCRP were self-insured up to \$2 million. Steve Bartel offered a friendly amendment to have the actuary report segregate the Employment and Public Official costs so they could be viewed independently from one another. President Devlin asked Mr. Alvarez if he was in agreement with the amendment to the motion. Mr. Alvarez confirmed that he was. Steve Bartel seconded the motion and the motion passed.

**Upcoming Meeting and Conferences:** President Devlin reminded members of the Committee of the upcoming meetings, WCRP Conferences and Board of Directors meetings, as well as of national conferences which Committee members are encouraged to attend.

**Adjournment:** President Devlin thanked everyone for participating and adjourned the meeting at 1:32PM.

**MINUTES APPROVED** this 16 th day of March, 2018.

  
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President

Attest:

  
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Secretary/Treasurer  
VICE PRESIDENT