

**WASHINGTON COUNTIES RISK POOL
EXECUTIVE COMMITTEE MEETING**

Friday, November 1, 2019
Red Lion Hotel Seattle Airport
18220 International Blvd., Seattle, WA

ATTENDANCE:

Name	Relationship		Comment
Mike Thomas	President (2016-22)	<input checked="" type="checkbox"/>	
Vickie Raines	Vice President (2017-20)	<input checked="" type="checkbox"/>	
Dawn Twiddy	Secretary/Treasurer (2018-22)	<input checked="" type="checkbox"/>	
Steve Bartel	Member (2008-22)	<input checked="" type="checkbox"/>	Joined telephonically
Ronda Hollis	Member (2019-22)	<input checked="" type="checkbox"/>	Joined telephonically
Lisa Young	Member (2012-21)	<input checked="" type="checkbox"/>	
Joe Brusic	Member (2019-21)	<input checked="" type="checkbox"/>	
Gary Stamper	Member (2019-21)	<input type="checkbox"/>	Absent and excused
Tammy Devlin	Member (2008-20)	<input checked="" type="checkbox"/>	
Karen Goens	Member (2017-20)	<input checked="" type="checkbox"/>	
Philip Morley	Member (2019-20)	<input checked="" type="checkbox"/>	Joined telephonically
Derek Bryan	Executive Director (<i>ex-officio</i>)	<input checked="" type="checkbox"/>	

OTHERS ATTENDING:

Name	Relationship		Comment	County/Organization
Rich Sill	Risk Management Committee Chair	<input checked="" type="checkbox"/>	Joined telephonically at 11:45am	Clallam County
Sue Colbo	Accounting Officer	<input checked="" type="checkbox"/>		WCRP Staff
Patrick Conesa	Risk Analyst	<input checked="" type="checkbox"/>		WCRP Staff
Erin Konrady	Member Programs Specialist	<input checked="" type="checkbox"/>		WCRP Staff
Liz Miser	Broker	<input checked="" type="checkbox"/>		Gallagher
John Chino	Broker	<input checked="" type="checkbox"/>		Gallagher
Craig Scukas	Actuary	<input checked="" type="checkbox"/>		PwC

Welcome, Roll Call & Introductions: President Thomas called the meeting to order at 9:05AM. He welcomed everyone and confirmed a quorum.

Agenda: Lisa Young moved, and Vickie Raines seconded to approve the agenda as presented. The motion passed.

Approval of Minutes: Tammy Devlin moved, and Dawn Twiddy seconded to approve the minutes from the August 29, 2019, Executive Committee meeting and the minutes from the October 3-4, 2019, Executive Committee Retreat as amended; the motion passed.

Executive Director Report: Mr. Bryan provided a report on administrative activities of the WCRP, to include an update to the recruitment status for open staffing positions and an overview of the three-year appraisal project with Assetworks. Mr. Bryan then provided an overview of the Attorney General Opinion, for Consent of County Prosecutor for Appointment of Outside Counsel. Discussion took place.

Financial Report: Accounting Officer Colbo reported on the 4th Quarter FY2019, as well as an overview of the preliminary FY2019 Year-End (September 30, 2019) Financials. Ms. Colbo explained to the Committee that the financials will be finalized when the final actuary report is received. The Committee was also provided with Voucher Approval Request No. 20-01, as well as Disposition of Assets Request No. 2020-01. Mr. Bryan then reviewed the 2019-20 property assessment allocation by member and the overview of assessment payments. Mr. Bryan asked the Committee to consider recommending that the Board approve some funding relief to the few members that saw the unusually high increases in their overall rating. Discussion took place.

Vickie Raines moved, and Tammy Devlin seconded to approve the FY2019 4th Quarter and currently presented Year-End financials, understanding that the financials are not final. The motion passed.

Lisa Young moved, and Vickie Raines seconded to approve Voucher Approval Request No. 20-01; the motion passed.

Tammy Devlin moved, and Lisa Young seconded to approve Disposition of Assets Request No. 2020-01; the motion passed.

Vickie Raines moved, and Joe Brusica seconded, directing the Executive Director to prepare a proposal of options for various percentage caps on the property assessment increases. The proposed options should be presented to the Board of Directors to consider at their next meeting. Discussion took place. The motion passed.

Philip Morley moved, and Tammy Devlin second to recommend the Executive Director explore future property assessment modeling to apply to the property program renewals for future years, ensuring that the pooling principal is being kept in mind for smaller counties to perpetuate sustainability. The motion passed.

President Thomas recessed the meeting from 10:09AM until 10:20AM.

Independent Actuary Report: Mr. Scukas of PwC presented a current overview of the work completed to date on their year ending 2019 actuarial reserve study. The complete presentation will be provided to the WCRP Board of Directors at their upcoming Fall Conference & Board Meeting.

Claims Report: WCRP Executive Director, Derek Bryan, provided a report on recent claims activities to include any significant pending claims, and any recent settlements. Mr. Bryan provided an overview of open claims along with a historical overview. Mr. Bryan then provided a summary of the Amicus support request for the defendants in the matter of *Gerlach v. The Cove Apartments*.

Tammy Devlin moved, and Dawn Twiddy seconded to approve Settlement Confirmation No. 2020-11-01; the motion passed.

Tammy Devlin moved, and Karen Goens seconded to authorize the WCRP participate in filing Amicus support to the defendants in the matter of *Gerlach v. The Cove Apartments*; the motion passed.

Broker's Report: Liz Miser and John Chino of Gallagher, provided the Committee with an update on the recent renewed Liability, Property, Cyber and Terrorism coverages and reviewed the end-of-year stewardship report.

Personnel Committee Report: Committee Chair, Lisa Young, provided an overview of the WCRP Personnel Committee's recent meeting with the Executive Director, in which the Committee reviewed and recommended change to the WCRP's organizational chart. Discussion took place.

Vickie Raines moved, and Karen Goens seconded to recommend the WCRP Board of Directors review and approve the proposed changes to the WCRP Organizational Chart and salary matrix; the motion passed.

President Thomas recessed the meeting for lunch from 11:45AM until 12:00PM.

Risk Management Committee Report: Committee Chair, Rich Sill, provided the Committee with an update on activities of the WCRP Risk Management Committee, which included a recap of the meeting that took place September 27, 2019. Chair Sill provided an overview of the proposed WCRP Targeted Risk Management Program for 2019-20 and a brief overview for the proposed WCRP Risk Reduction Program.

Tammy Devlin moved, and Lisa Young seconded to recommend the WCRP Board of Directors review and approve the proposed WCRP Targeted Risk Management Program for 2019-20; the motion passed.

Risk Management Report: WCRP Risk Analyst, Patrick Conesa, provided the Committee with an update on current a Risk Management activities, to include an overview of member visits and duties taken on since Jill Lowe's retirement.

Member Programs Report: WCRP Member Programs Specialist, Erin Konrad, provided the Committee with an update on current Member Programs activities, to include upcoming training and scholarships offered.

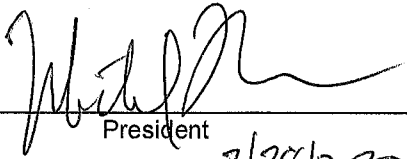
Upcoming Meeting and Conferences: President Thomas reminded members of the Committee of the upcoming meetings, WCRP Conferences and Board of Directors meetings, as well as of national conferences which Committee members are encouraged to attend.

It was mentioned that the motion approving the minutes at the beginning of the meeting did not include the minutes from the Nominating Committee meeting of June 28, 2019.

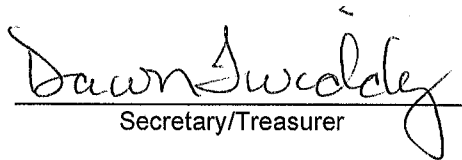
Vickie Raines moved, and Karen Goens seconded to approve the minutes from the June 28, 2019, Nominating Committee meeting; the motion passed.

Adjournment: President Thomas thanked everyone for participating and adjourned the meeting at 12:44PM.

MINUTES APPROVED this 28th day of February, 2020.



President
2/28/2020

Attest: 

Secretary/Treasurer