

**WASHINGTON COUNTIES RISK POOL  
EXECUTIVE COMMITTEE MEETING**  
Friday, March 1, 2019  
Red Lion Hotel Seattle Airport  
18220 International Blvd., Seattle, WA

**ATTENDANCE:**

Name	Relationship		Comment
Steve Bartel	President (2008-19)	<input checked="" type="checkbox"/>	
Mike Thomas	Vice President (2016-19)	<input checked="" type="checkbox"/>	
Vickie Raines	Secretary/Treasurer (2017-20)	<input checked="" type="checkbox"/>	
Lisa Young	Member (2012-21)	<input checked="" type="checkbox"/>	
Joe Brusic	Member (2019-21)	<input type="checkbox"/>	Absent and excused
Gary Stamper	Member (2019-21)	<input checked="" type="checkbox"/>	
Tammy Devlin	Member (2008-20)	<input checked="" type="checkbox"/>	
<b>Vacant</b>	Member (2015-20)	<input type="checkbox"/>	
Karen Goens	Member (2017-20)	<input checked="" type="checkbox"/>	Arrived at 9:40am
David Alvarez	Member (2013-19)	<input checked="" type="checkbox"/>	
Dawn Twiddy	Member (2018-19)	<input checked="" type="checkbox"/>	
Derek Bryan	Executive Director ( <i>ex-officio</i> )	<input checked="" type="checkbox"/>	

**OTHERS ATTENDING:**

Name	Relationship		Comment	County/Organization
Sue Colbo	Accounting Officer	<input checked="" type="checkbox"/>		WCRP Staff
Erin Konrady	Member Programs Specialist	<input checked="" type="checkbox"/>		WCRP Staff
Liz Miser	Broker	<input checked="" type="checkbox"/>		AJG
John Chino	Broker	<input checked="" type="checkbox"/>		AJG
Kevin Wick	Actuary	<input checked="" type="checkbox"/>		PwC
Craig Scukas	Actuary	<input checked="" type="checkbox"/>		PwC

**Welcome, Roll Call & Introductions:** President Bartel called the meeting to order at 9:20AM. He welcomed everyone and confirmed that a quorum existed.

**Agenda:** Mike Thomas moved, and Vickie Raines seconded to approve the agenda as presented. The motion passed.

**Approval of Minutes:** Lisa Young moved, and Dawn Twiddy seconded to approve the November 9, 2018, Executive Committee minutes; the motion passed

**Executive Committee Nominations:** President Bartel announced that on January 22, 2019, the Island County Board of County Commissioners passed resolution No. C-06-19, designating the WCRP appointments for Director and Alternate Directors. Commissioner Jill Johnson is now neither a WCRP Director or Alternate and, pursuant to the WCRP Bylaws, can no longer serve of the WCRP Executive Committee. The committee reviewed the application submitted by Philip Morley from Jefferson County. Discussion took place.

Vickie Raines moved to forward Philip Morley to the Board as the Nominating Committee's candidate for the vacant Executive Committee position, to complete the vacated term through September 30, 2020. Mike Thomas seconded; the motion passed.

**Executive Director Report:** Mr. Bryan provided a report on administrative activities of the WCRP, to include an update on phase II of the three-year appraisal project with AssetWorks.

**Financial Report:** Accounting Officer Colbo reported on the 1<sup>st</sup> Quarter FY2019 and provided an update on the Annual State Audit for FY2018.

Tammy Devlin moved, and David Alvarez seconded to approve the FY2019 1<sup>st</sup> Quarter financials. The motion passed.

The Committee was also provided with Voucher Approval Request No. 19-02.

Vickie Raines moved, and David Alvarez seconded to approve Voucher Approval Request No. 19-02. The motion passed.

**President Bartel recessed the meeting from 10:00AM until 10:20AM.**

**Independent Actuary Report:** Mr. Scukas and Mr. Wick of PwC presented a current overview of the recently completed three-year capital modeling study. Discussion took place. It was decided to make a motion after the Claims report and the Broker report

**Claims Report:** WCRP Executive Director, Derek Bryan, provided a report on recent claims activities to include any significant pending claims, and any recent settlements, and presented Claim Settlement Confirmation No. 2019-3-1 for approval. Discussion took place.

Vickie Raines moved, and Mike Thomas seconded to approve Settlement Confirmation Number 2019-3-1. The motion passed, with Karen Goens, David Alvarez and Tammy Devlin abstaining.

Acting in accordance with RCW 42.30.110(1)(i), and RCW 48.62.101 (1) and recognizing that public discussion would impair the Committee's ability to conduct its business effectively, President Bartel asked for a motion to go into Executive Session for 10 minutes starting at 11:37AM. Lisa Young moved and Vickie Raines seconded to go into Executive Session; motion passed. President Bartel excused all attendees except for members of the Executive Committee and the Executive Director.

**President Bartel reconvened the regular session at 11:47AM and other attendees returned.**

Vickie Raines moved, and Mike Thomas seconded to approve the settlement authority requested on the case titled Tarabochia v. Thurston County. The motion passed with David Alvarez opposed.

**President Bartel recessed the meeting for lunch from 12:06PM until 12:15PM**

**Broker's Report:** John Chino and Liz Miser of Arthur J. Gallagher & Associates provided the Committee with an overview of broker activities, to include an update and insight in the upcoming renewal process and market outlook.

**Independent Actuary Report:** David Alvarez moved to recommend that the WCRP Board of Directors select a funding target where the lower bound of the target range is funded for a 1-in-100-year event under current retention, and the upper bound of the target range is funded for two times (2x) a 1-in-100-year event under current retention. Tammy Devlin seconded; the motion passed.

**Personnel Committee Report:** Committee Chair, Lisa Young, provided an overview of the Personnel Committee's recent activities to include an overview of the most recent meeting. Proposed changes to the

WCRP staffing organizational chart, and salary schedule/matrix were recommended, and the Executive Committee was asked to review and forward to the Board for approval. Discussion took place.


Mike Thomas moved to recommend the WCRP Board of Directors approve the WCRP Organizational Chart and Salary Schedule/Matrix as proposed. Vickie Raines seconded; the motion passed.

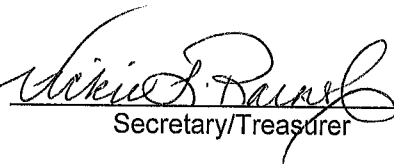
**Member Programs Report:** Member Programs Specialist Konrady provided the Executive Committee with an update on current trainings and scholarships for 2019.

**Upcoming Meeting and Conferences:** President Bartel 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 Bartel thanked everyone for participating and adjourned the meeting at 1:14PM.

MINUTES APPROVED this 28<sup>th</sup> day of JUNE, 2019.

  
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President

Attest:   
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Secretary/Treasurer