

**WASHINGTON COUNTIES RISK POOL
EXECUTIVE COMMITTEE MEETING**
Friday, February 28, 2020
Radisson Hotel Seattle Airport
18118 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 type="checkbox"/>	Absent and excused
Ronda Hollis	Member (2019-22)	<input checked="" type="checkbox"/>	
Lisa Young	Member (2012-21)	<input checked="" type="checkbox"/>	
Joe Brusic	Member (2019-21)	<input checked="" type="checkbox"/>	
Gary Stamper	Member (2019-21)	<input checked="" type="checkbox"/>	
Vacant		<input type="checkbox"/>	Tammy Devlin resigned on 2/10/2020
Karen Goens	Member (2017-20)	<input checked="" type="checkbox"/>	
Philip Morley	Member (2019-20)	<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	Deputy Director – Finance & Operations	<input checked="" type="checkbox"/>	(Ret.)	WCRP Staff
Jenifer Sliva	Deputy Director – Finance & Operations	<input checked="" type="checkbox"/>		WCRP Staff
Chuck Boyd	Deputy Director – Risk & Claims	<input checked="" type="checkbox"/>		WCRP Staff
Liz Miser	Broker	<input checked="" type="checkbox"/>		Gallagher
John Chino	Broker	<input checked="" type="checkbox"/>		Gallagher
Kevin Wick	Actuary	<input checked="" type="checkbox"/>		PwC
Julie Hantz	Admin & Accounting Specialist	<input checked="" type="checkbox"/>		Express/WCRP
Julie McCallum	Broker	<input checked="" type="checkbox"/>		Gallagher
Chase Jones	Broker	<input checked="" type="checkbox"/>		Gallagher

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

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

Approval of Minutes: Vickie Raines moved, and Karen Goens seconded to approve the minutes from the November 1, 2019, Executive Committee meeting; 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 RFP published for contracting with an independent claims auditor for conducting the Pool's three-year claims audit. Finally, Mr. Bryan presented a proposed contract with PwC to be approved by the Executive Committee, as authorized by the WCRP Board of Directors at their November 20, 2019, meeting.

Vickie Raines moved, and Rhonda Hollis seconded, to award the contract for claims auditing services to Strategic Claims Direction and to authorize the Executive Director to enter into the contract as presented.

Karen Goens moved, and Vickie Raines seconded to authorize the Executive Director to contract with Praxis Claims Consulting to conduct a supplemental claims audit at a date that the Executive Director determines is appropriate. Discussion took place and the motion passed.

Vickie Raines moved, and Philip Morley seconded to authorize the Executive Director to execute the agreement with PricewaterhouseCoopers, as presented and proposed; the motion passed.

Financial Report: Deputy Director of Finance & Operations, Sue Colbo, reported on the 1st Quarter FY2020, (10/1/2019 – 12/31/2019) Financials. The Committee was also provided with Voucher Approval Request No. 20-02 and approval was requested.

Dawn Twiddy moved, and Philip Morley seconded to approve the FY2020 1st Quarter financials; the motion passed.

Vickie Raines moved, and Lisa Young seconded to approve Voucher Approval Request No. 20-02; the motion passed with Philip Morley from Jefferson County abstaining.

President Thomas recessed the meeting from 9:57 AM until 10:10 AM.

Independent Actuary Report: Mr. Wick of PwC presented PwC's actuarial reserve review as of September 30, 2019.

Claims Report: The WCRP Deputy Director of Risk & Claims, Chuck Boyd, provided a historical claims overview, including current claims, along with an overview of activities in risk management. Settlement Confirmation/Ratification Number 2020-2-28 was also presented and approval was requested.

Vickie Raines moved, and Joe Brusic seconded to approve Settlement Confirmation No. 2020-02-28; the motion passed with Rhonda Hollis, Philip Morley and Dawn Twiddy abstaining.

Broker's Report: Liz Miser and John Chino of Gallagher, provided the Committee with a market review and an update on the recent renewed Liability, Property, Cyber and Terrorism coverages.

President Thomas recessed the meeting for lunch from 11:53 AM until 12:20 PM

Executive Director Evaluation: President Thomas announced that the Executive Director's performance evaluation would take place.

Philip Morley moved, and Vickie Raines seconded to move into Executive Session for 30 minutes, pursuant to RCW 42.30.110(g), to review the performance of a public employee. The motion passed.

At 12:20 PM President Thomas excused all attendees except for the members of the Executive Committee for a 30-minute executive session.

At 12:50 PM the public was informed that President Thomas was extending the Executive Session for an additional 30 minutes.

At 1:10 PM President Thomas invited Mr. Bryan to join the Executive Committee in Executive Session.

President Thomas reconvened the regular session at 1:20 PM and other attendees returned.

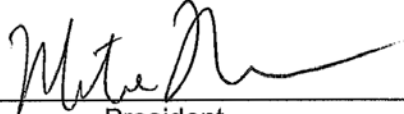
Vickie Raines moved, and Philip Morley seconded to approve the Performance Evaluation of the WCRP Executive Director, as amended. The motion passed.

Philip Morley moved, and Lisa Young seconded to recommend the WCRP Board of Directors approve the contract between the WCRP and Derek Bryan as discussed and proposed and that the contract be presented to the WCRP Board of Directors at their March 20, 2020, Board Meeting. The motion passed.

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.

Adjournment: President Thomas thanked everyone for participating and adjourned the meeting at 1:22 PM.

MINUTES APPROVED this 10th day of July, 2020.



President

Attest: 

Secretary/Treasurer

**Signed electronically due to virtual meeting with permission from both parties.