

TELEPHONIC MEETING MINUTES
WASHINGTON COUNTIES RISK POOL
EXECUTIVE COMMITTEE
8:15 AM, Friday, March 18, 2011

PARTICIPATING:

President – Marilyn Butler, Alternate Director – Skamania County Risk Manager

Secretary/Treasurer – Steve Bartel, Director – Spokane County Risk Manager

Executive Committee Members –

Keith Goehner, Director – Chelan County Commissioner

Mark Wilsdon, Director – Clark County Risk Manager

Rose Elway, Alternate Director – Grays Harbor County Director of Mgmt Services & Budget

Lee Grose, Director – Lewis County Commissioner

Tammy Devlin, Alternate Director – Thurston County Risk Manager

Jay Winter, Director – Walla Walla County Personnel / Risk Manager

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

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

Risk Pool Staff –

Susan Looker – Claims Manager

David Goldsmith – Member Services

Jill Lowe – Loss Control Coordinator

Sue Colbo – Accounting/Auditing Officer

Producer –

Michael Croke, Area Senior Vice President – Arthur J. Gallagher RMS, Inc.

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

Call to Order, Welcome, Roll Call and Agenda: President Butler called a telephonic meeting of the WCRP Executive Committee to order at 8:18 a.m. and Executive Director Hill conducted a brief roll call and determined that nine committee members (a quorum) were participating. No changes were requested or suggested to the agenda.

Minutes, Vouchers and Claims Settlement Authorizations: K. Goehner moved and T. Devlin seconded for approval of the first three agenda items, more specifically:

- The minutes as presented of the December 16, 2010 Executive Committee telephonic meeting as presented;
- Voucher Approval Request No. 11-02 that included check numbers 4554 through 4739 (administrative) and 30858 through 31349 (claims) totaling \$4,333,162.34 with transfers of \$140,516.63; and
- Claims Settlement Confirmation No. 2011-3-25 that included Woodbury v. Franklin County et al, Lackey v. Lewis County, and Hyland v. Mason County.

The motion passed without dissent.

Annual Broker of Record Report: To comply with WAC 82-60-080(2)(c), M. Croke submitted the self-insured program broker of record report for Py2010 reflecting compensation and fees received by Arthur J. Gallagher Risk Management Services, Inc. of \$576,700. The submission was dated February 28, 2011. ED Hill noted that the reported compensation only pertained to the liability coverage as the property coverage was not self-insured. There were no questions or comments.

Consulting Services Agreement (Independent Actuarial Services): A 5-year contract proposal incorporating the tentative agreements reached during negotiations between the Pool's officers and Executive Director and PricewaterhouseCoopers LLP for independent actuarial services commencing January 1, 2011 was presented for formal approval according to the Board's desires and directives. R. Elway moved and T. Devlin seconded to approve as proposed the Consultant Agreement with PricewaterhouseCoopers LLP for Independent Actuarial Services; the motion passed without dissent.

proposing that marketing for the renewal of the property program include an option(s) for increasing the deductible / retention levels with subcommittee reconsideration following receipt of the marketing responses. M. Croke and E. Miser commented briefly about potential marketing difficulties that may be experienced which may result from the recent Australia, New Zealand and Japan catastrophes.

Staff Reports:

- **Executive Director Hill** presented a sponsorship request from Chelan County and WSAC for funds to assist with hosting the WIR Conference in early May. He noted that up to \$1250 would normally be used to sponsor the WSAC Joint District Conference in June, but that event has been cancelled. Those funds are now available. R. Elway moved and S. Bartel seconded to recommend that the Board approve a WIR Conference sponsorship to Chelan County of \$1,250; the motion passed without dissent.

ED Hill also suggested an amendment of the Pool's property management policy that would allow the Pool's Secretary/Treasurer to act in the capacity of a county treasurer for disposal of Pool property. He noted making several unsuccessful attempts with County Treasurers from nearby member counties to assist with the disposal of the Franjo Beach property by including the property as an item in a county auction. R. Elway moved and J. Winter seconded to recommend the suggested amendment allowing the Pool's Secretary/Treasurer to act in the same capacity as a county treasurer for disposing of Pool properties; the motion passed without dissent.

- **Claims Manager Looker** reported that mediation will be held Monday (March 21st) in the Case v. Clallam County claim. She noted concern from CHARTIS regarding this case.
- **Member Services Manager Goldsmith** mentioned the newly elected officials' and the newer board appointees' orientations that will be held Wednesday (March 23rd). He asked those committee members that attend one or both of these sessions to assist by reflecting from their positions and experiences.
- **Loss Control Coordinator Lowe** had nothing further to report. However, ED Hill noted Jill had taken the lead and compiled an updated Model Risk Management Policy that will be available for distribution during the Spring Conference.

Officer / Other Committee Members Reports: At President Butler's request, J. Winter offered to chair the 2011 Database Review Committee. He reported that S. Bartel, M. Wilsdon and staffer Lisa Daley agreed to serve as committee members.

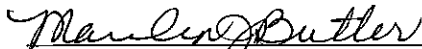
President Butler commented further about the concept of "pooling" defense and support for Public Records claims that Skamania County is requesting during the Spring Meeting.

Locations for Future Meetings:

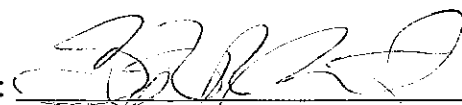
- **2012 Summer Conference / Annual Meeting** – S. Bartel referenced a preliminary proposal recently received from the Shilo Inn at Ocean Shores. He noted that it had been many years since we last met at the beach and expressed strong support as per diem lodging rates were offered.
- **2012 Spring Conference** – Suggestions included The Lodge at Suncadia, Skamania Lodge, Leavenworth, and Great Wolf Lodge.

Adjournment: With the agenda concluded, President Butler adjourned the telephonic meeting at 9:55 a.m.

MINUTES APPROVED this 24 day of March, 2011.



President

Attest: 

Secretary/Treasurer