

**WASHINGTON COUNTIES RISK POOL  
EXECUTIVE COMMITTEE MEETING  
MINUTES  
Friday, March 15, 2024  
via Zoom**

**ATTENDANCE:**

Name	Relationship		Comment	Member Since
Vacant	President	<input type="checkbox"/>	Mike Thomas Resigned 2/29/24	
Kevin Overbay	Vice President	<input checked="" type="checkbox"/>		
Bonnie Beddall	Secretary/Treasurer	<input checked="" type="checkbox"/>		
Steve Bartel	Member	<input checked="" type="checkbox"/>		
Joseph Brusic	Member	<input checked="" type="checkbox"/>		
Nichole Wilston	Member	<input checked="" type="checkbox"/>		
Rich Sill	Member	<input checked="" type="checkbox"/>		
Adam Morasch	Member	<input checked="" type="checkbox"/>		
Philip Hunsucker	Member	<input checked="" type="checkbox"/>		
Vickie Raines	Member	<input checked="" type="checkbox"/>	Absent and excused	
Donnie LaPlante	Member	<input checked="" type="checkbox"/>		
Derek Bryan	Executive Director ( <i>ex-officio</i> )	<input checked="" type="checkbox"/>		

**OTHERS ATTENDING:**

Name	Relationship		Comment	County/Organization
Erin Konrady	Director - Member Services	<input checked="" type="checkbox"/>		WCRP Staff
Deanna Owen	Director – Finance & Operations	<input checked="" type="checkbox"/>		WCRP Staff
Chuck Boyd	Director – Risk & Claims	<input checked="" type="checkbox"/>		WCRP Staff
Chloe Hakola	Member Services Specialist	<input checked="" type="checkbox"/>		WCRP Staff
Crystal O'Neill	Office Assistant	<input checked="" type="checkbox"/>		(Temp) WCRP Staff
Julie McCallum	Broker	<input checked="" type="checkbox"/>		Gallagher
John Chino	Broker	<input checked="" type="checkbox"/>		Gallagher
Chase Jones	Broker	<input checked="" type="checkbox"/>		Gallagher
Regina Caindoy	Member Relations	<input checked="" type="checkbox"/>		Gallagher
Craig Scukas	Actuary	<input checked="" type="checkbox"/>		PwC
Kevin Wick	Actuary	<input checked="" type="checkbox"/>		PwC
Kaylee Benedict	Sr. Member Services Specialist	<input checked="" type="checkbox"/>		WCRP Staff

**Welcome, Roll Call & Introductions:** Vice-President Overbay called the meeting to order at 9:05 am. He welcomed everyone and confirmed a quorum through roll call.

**Agenda:** Steve Bartel moved, and Rich Sill seconded to approve the agenda as presented. The motion passed.

**Approval of Minutes:** Philip Hunsucker moved, and Steve Bartel seconded to approve the minutes from the October 18, 2023, Executive Committee meeting; the motion passed.

**Executive Director Report:** Mr. Bryan provided a report on administrative activities of the WCRP, to include a staffing update, a meeting overview, an update on the upcoming 2024-25 renewals, and staff's recommended action related to the vacancy left by Mike Thomas. Discussion took place.

Joe Brusic moved, and Nichole Wilston seconded to recommend the WCRP Board of Directors affirm having current Vice-President, Kevin Overbay, perform the duties of WCRP President for the remainder of the 2023-24 Fiscal Year with Vickie Raines serving as a substitute if Mr. Overbay is unable to perform these duties. The motion passed with Kevin Overbay recusing.

**Finance & Operations Report:** WCRP's Director of Finance & Operations Deanna Owen, provided a report on the WCRP financials, including the 4<sup>th</sup> Quarter FY2023 financials, along with the 1<sup>st</sup> Quarter

financials for FY2024. Discussion took place. The Committee was also provided with Voucher Approval Nos. 24-01, 24-02, and 24-03 along with Disposition of Assets Nos. 2024-01 for review and approval.

Steve Bartel moved, and Philip Hunsucker seconded to approve the FY2023 4th Quarter financials, the FY2024 1st Quarter Financials, Voucher Approval Nos. 24-01, 24-02, and 24-03, and Disposition of Assets No. 24-01 as presented; the motion passed.

**WCRP Fiscal Year Change:** Executive Director Bryan provided the Executive Committee with an overview and analysis of the recommendation to change the Pool's annual fiscal year from October 1 to January 1, effective on January 1, 2026. Mr. Bryan outlined the process involved, to include securing fifteen-month reinsurance and excess policies for the various coverage lines, a fifteen month Pool administrative budget and actuarial projections, and allowing members to pay their 10/1/2024 to 9/30/2025 assessment in 2024 and the remaining assessment for 10/1/2025 to 12/31/2025 by May of 2025.

Philip Hunsucker moved, and Joe Brusic seconded recommending the WCRP Board of Directors approve resolution 24-01, changing the WCRP's fiscal year to January 1 to December 31.

**Independent Actuary Report:** Craig Scukas and Kevin Wick of PwC presented their Reserve Review Study for year-ending September 30, 2023. Discussion took place throughout the presentation.

**Vice-President Overbay recessed the meeting from 10:27 AM to 10:40 AM.**

**Broker's Report:** The WCRP's broker, Gallagher, provided the Committee with an update on the prior fiscal year end, as well as the upcoming renewal process and outlook. Discussion took place.

**Member Services Report:** The WCRP's Director of Member Services, Erin Konrady, provided a report on Member Services activities, to include past and upcoming training, and an update on Member Programs. Discussion took place.

**Risk & Claims Report:** WCRP's Director of Risk & Claims, Chuck Boyd, provided a report on recent risk management and claims activities to include an overview of open claims. The Committee was asked to convene into executive session for a period of 15 minutes pursuant to RCWs 48.62.101(1) and 42.30.110(1)(i)(ii), to discuss pending litigation.

Philip Hunsucker moved and Steve Bartel seconded to move into an executive session pursuant to RCWs 48.62.101(1) and 42.30.110(1)(i)(ii). The motion passed.

At 11:25, Vice-President Overbay excused all attendees except for members of the Executive Committee, Executive Director Derek Bryan and Director of Risk & Claims, Chuck Boyd. Mr. Overbay indicated that the Committee would be in executive session for a period of fifteen minutes.

At 11:40, Vice-President Overbay reconvened the regular session.

Joe Brusic moved, and Rich Sill seconded to grant the WCRP Executive Director with the settlement authority requested in Hayes v. Jefferson County, Jones v. Franklin County, to approve Settlement Confirmation No. 24-01, and to recommend the WCRP Board of Directors approve the allocation of up to \$25,000 per county - \$600,000 total - toward the implementation of an electronic inmate health monitoring system. The motion passed with Philip Hunsucker abstaining.

Mr. Boyd then provided the Committee with an update on Risk Management activities to include a proposal for the Pool to allocate funding toward inmate health monitoring resources.

**Upcoming Meeting and Conferences:** Vice-President Overbay reminded members of the Committee of the upcoming meetings, WCRP Conferences and Board of Directors meetings. Discussion took place.

**Adjournment:** Vice-President Overbay thanked everyone for participating and requested a motion to adjourn the meeting.

Rich Sill moved and Joe Brusic seconded to adjourn the meeting at 12:07 PM. The motion passed.

**MINUTES APPROVED** this 12<sup>th</sup> day of July, 2024.

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Vice-President

Attest: Bonnie Beddall  
Secretary/Treasurer

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