

**WASHINGTON COUNTIES RISK POOL  
EXECUTIVE COMMITTEE MEETING  
Friday, July 8, 2022  
via Zoom**

**ATTENDANCE:**

Name	Relationship		Comment	Committee Member Since
Joe Brusic	President	<input checked="" type="checkbox"/>		2019
Vickie Raines	Vice President & Secretary/Treasurer	<input checked="" type="checkbox"/>		2017
Mike Thomas	Member	<input checked="" type="checkbox"/>		2016
Steve Bartel	Member	<input checked="" type="checkbox"/>		2008
Tom Lannen	Member	<input checked="" type="checkbox"/>		2021
Rich Sill	Member	<input checked="" type="checkbox"/>		2022
Ryan Lukson	Member	<input checked="" type="checkbox"/>		2020
Bonnie Beddall	Member	<input checked="" type="checkbox"/>		2021
Kevin Overbay	Member	<input type="checkbox"/>		2022
Philip Hunsucker	Member	<input checked="" type="checkbox"/>		2022
Vacant	Member	<input type="checkbox"/>	<i>Chris Panush Resigned</i>	
Derek Bryan	Executive Director ( <i>ex-officio</i> )	<input checked="" type="checkbox"/>		

**OTHERS ATTENDING:**

Name	Relationship / Title		Comment	County/Organization
Thad Duval	Chair – WCRP Finance Committee	<input checked="" type="checkbox"/>		Douglas County Auditor
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
Kaylee Benedict	Senior Member Services Specialist	<input checked="" type="checkbox"/>		WCRP Staff
Julie McCallum	Area Vice President	<input checked="" type="checkbox"/>		Gallagher
John Chino	Area Sr. Vice President	<input checked="" type="checkbox"/>		Gallagher
Chase Jones	Area Vice President	<input checked="" type="checkbox"/>		Gallagher
Stephen Erni	Client Services Supervisor	<input checked="" type="checkbox"/>		Gallagher
Craig Scukas	Actuary	<input checked="" type="checkbox"/>		PwC
Kevin Wick	Actuary	<input checked="" type="checkbox"/>		PwC

**Welcome, Roll Call & Introductions:** President Brusic called the meeting to order at 9:08 am. He welcomed everyone and confirmed a quorum through roll call.

**Agenda:** President Brusic noted that due to Thad Duvall's scheduling needs, the Finance Committee Report would be moved to follow the Finance & Operations Report. Steve Bartel moved, and Tom Lannen seconded to approve the agenda as amended; the motion passed.

**Approval of Minutes:** Steve Bartel moved, and Tom Lannen seconded to approve the March 4, 2022, Executive Committee meeting minutes as presented; the motion passed.

**Executive Director Report:** Mr. Bryan provided a report on administrative activities of the WCRP, to include a staffing update and an overview of the critical action items.

**Executive Committee Nominations:** President Brusic announced that the Executive Committee terms for Steve Bartel, Mike Thomas, Tom Lannen, and Rich Sill will be expiring on September 30, 2022. President Brusic also noted that Chris Panush is no longer employed at Lewis County and his vacated position, which will expire September 30, 2024, will require an appointment by the Board. The four incumbent Committee members have all expressed interest in continuing to serve on the Executive Committee and one candidate, Nichole Wilston from Mason County, has expressed interest to serve the vacant position. The Executive Committee is asked to forward four nominees to the Board of Directors for the elections to take place at the Board Meeting on July 21-22, 2022.

Vickie Raines moved, and Philip Hunsucker seconded to forward Steve Bartel, Mike Thomas, Tom Lannen, and Rich Sill as nominees for the expiring Executive Committee positions. The motion passed.

Vickie Raines moved, and Philip Hunsucker seconded to forward Nichole Wolston as the nominee for the vacant Executive Committee position to complete the term ending September 30, 2024. The motion passed.

**Finance & Operations Report:** WCRP's Director of Finance & Operations Deanna Owen, provided a report on the WCRP financials, including an update on Pool's annual state audit. The Committee was then provided with an update on the 2<sup>nd</sup> Quarter FY2022 financials and Voucher Approval Request No. 22-03 for review and approval.

Tom Lannen moved, and Steve Bartel seconded to approve the FY2022 2<sup>nd</sup> Quarter financials; the motion passed.

Mike Thomas moved, and Steve Bartel seconded to approve the Voucher Approval Request 22-03 as presented; the motion passed.

**Finance Committee Report:** Thad Duvall, Chair of the WCRP Finance Committee, reported on activities of the Finance Committee. The Executive Committee was asked to review the proposed FY2022-23 WCRP Operating Budget and recommend final approval by the Board of Directors.

Steve Bartel moved, and Tom Lannen seconded to recommend the Board of Directors approve the proposed FY2022-23 Operating Budget.

**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 current risk management efforts and overview of open claims. The Committee was asked to approve Settlement Confirmation No. 22-2 as presented.

Mr. Bryan addressed the group and clarified that there are times that settlement authorization is received on a pending matter and when negotiations are not successful, that the Pool may decide to file a formal Offer of Judgment for the amount of the settlement authority. If accepted, there may be plaintiff's attorney fees either negotiated or awarded that are in addition to that amount, but the amount of those is not known until after acceptance of the Offer of Judgment.

Philip moved, and Rich Sill seconded to approve Settlement Confirmation No. 22-2. Steve Bartel, Mike Thomas, and Ryan Lukson abstained from voting; the motion passed.

**Broker's Report:** The WCRP's broker, Gallagher, provided the Committee with an overview of the current insurance market, along with pricing figures received for the upcoming 2022-23 Fiscal Year, which are not yet final. The Executive Committee was asked to defer the final selection for the WCRP's Liability, Property, Cyber, Crime and Terrorism coverages to the Board for their July 21-22, 2022, meeting.

Rich Sill moved, and Philip Hunsucker seconded to defer the final selection for the WCRP's Liability, Property, Cyber, Crime, and Terrorism coverages to the Board of Directors at their July 21-22, 2022, meeting, following receipt of final pricing and subsequent staff recommendations; the motion passed.

**President Brusic recessed the meeting from 11:25 AM until 11:35 AM.**

**Independent Actuary Report:** Craig Scukas and Kevin Wick of PwC presented their rating analysis for the upcoming 2022-23 Fiscal Year. Discussion took place throughout presentation.

Philip Hunsucker moved, and Rich Sill seconded to defer the rating selections for the Liability, Property and Cyber coverages to the WCRP Board of Directors at their July 21-22 meeting; the motion passed.

**Underwriting Committee Report:** Executive Director Bryan and Director of Risk & Claims, Chuck Boyd, provided the WCRP Underwriting Committee Report, including an update on the Committee's June 17, 2022, the meeting, where the 2022-23 Memorandum of Liability Coverage (MLC) was reviewed and approved. At their July 8, 2022, meeting, the Executive Committee reviewed the proposed MLC and voted to recommend Board approval.

Steve Bartel moved, and Vickie Raines seconded to recommend the WCRP Board of Directors approve the proposed 2022-23 Memorandum of Liability Coverage.

**Risk Management Committee Report:** Rich Sill, Chair of the WCRP Risk Management Committee, provided a Risk Management Committee report, to include an update on the proposed 2022-23 Targeted Risk Management (TRM) Program.

Vickie Raines moved, and Steve Bartel seconded to recommend the WCRP Board of Directors approve the 2022-23 Targeted Risk Management focus as proposed.

**Personnel Committee Report:** Committee Chair, Vickie Raines, and Executive Director Bryan addressed the Executive Committee regarding activities of the Personnel Committee, which included a proposed change to the WCRP Personnel Policy, along with the proposed 2022-23 Salary Matrix.

Rich Sill moved, and Mike Thomas seconded to recommend the WCRP Board of Directors approve the WCRP Personnel Policy as presented; the motion passed.

Steve Bartel moved, and Rich Sill seconded to recommend the WCRP Board of Directors approve the 2022-23 Salary Matrix, which includes a cost-of-living adjustment of 55% of the March CPI.

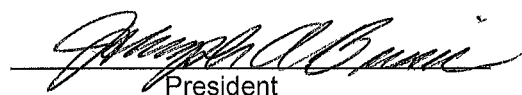
**Consultant Contract Approval:** The Executive Committee was asked to review and recommend for approval, a five-year contract with the WCRP's contracted broker, Gallagher. Executive Director Bryan provided an overview of the contract and expressed his appreciation for the work Gallagher has done for the WCRP, how pleased he is with the quality of their work and that he recommends entering into a five-year contract with Gallagher for broker services.

Vickie Raines moved, and Mike Thomas seconded to recommend the Board of Directors approve the proposed five-year contract with Gallagher.

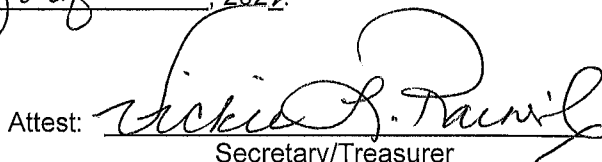
**Upcoming Meeting and Conferences:** President Brusic reminded members of the Committee of the upcoming meetings, WCRP Conferences and Board of Directors meetings.

**Adjournment:** President Brusic thanked everyone for participating and adjourned the meeting at 1:05 pm.

MINUTES APPROVED this 21<sup>st</sup> day of July, 2022.

  
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President

Attest:

  
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Secretary/Treasurer