

WASHINGTON COUNTIES RISK POOL
OFFICERS MEETING

REPORT

Friday, August 21, 1992
Wyndham Garden Hotel, SeaTac

ATTENDANCE:

President	Vyrle L. Hill, Pacific County Administrative Officer
Vice President	Neva Corkrum, Franklin County Commissioner
Secretary	Si Stephens, San Juan County Auditor
Clallam County	Marge Upham Rood, Director of Personnel/Risk Management - Director
Kitsap County	Deborah Broughton, Director of Internal Management - Alternate
Willis Corroon Corporation of Seattle	- Mike Croke, Vice President
Risk Pool Staff	John Crawford, Executive Director
	Alicia Johnson, Claims Manager
	Aileen Boren, Administrative Assistant

The meeting was called to order at 10:13 a.m. by President Vyrle L. Hill, who welcomed all in attendance. The agenda was approved.

Commissioner Dick Caldwell's letter of resignation from the position of Finance Vice President/Treasurer was read and accepted. He is campaigning for the Washington State Senate. Nominating Committee Chair Claude Cox will be asked to call a committee meeting to nominate a replacement for the unexpired term.

APPROVAL:

Financial Report and Vouchers. Si Stephens moved to approve the financial report and vouchers. The motion was seconded by Neva Corkrum and approved.

Signature Items. Prepared originals of the Amended Bylaws and Broker Services Agreement which have been approved by the Board were signed.

REVIEW AND DISCUSSION:

Executive Director's Report. John Crawford reported about the new Commentary to the PRIMA Pooling Advisory Standards and the Tillinghast "Source for Pools" simulation program that were part of the PRIMA Pool Administrators conference.

He also discussed scope of work letters from Coopers & Lybrand (experience rating and contingency reserve) and attorney Jack Kennedy (personnel policy). Being part of the general business of the Pool, and within budget and adopted policies, the officers authorized Coopers & Lybrand to proceed with a study of the experience rating system and a contingency reserve fund.

Claims Manager's Report. Alicia Johnson reported on open claims and reserves.

PREPARATION FOR AUTUMN MEETING:

Board Policies:

- * **Claims Administration.** Revisions to proposed changes to eliminate ambiguities in "timely" claims reporting were suggested.
- * **Travel.** Revisions to proposed changes regarding employee use of Pool vehicles were suggested.
- * **Investment.** The Officers concurred with the Executive Director's request, and advised the investment of an additional approximate \$1.5 million in 3- to 5-year U.S. Treasury Strips. Presently, interest income from the State Treasurer's Local Government Investment Pool is 3.77%.

Marketing. Mike Croke reported on some aspects of a marketing plan. He will prepare a more detailed plan in writing for presentment to the Officers and Board.

Multi-year Work Plan. John Crawford reported on the program services component of a multi-year work plan. Deborah Broughton suggested that the work plan be focused on policy issues that the Board of Directors should address in the upcoming years.

Executive Session. There being no further business, the meeting went into executive session at 1:45 p.m. to discuss personnel issues.