

**WASHINGTON COUNTIES RISK POOL  
EXECUTIVE COMMITTEE**

**REPORT**

**Regular Meeting  
8:00 a.m., Friday, May 18, 1993  
Wyndham Garden Hotel, SeaTac**

**ATTENDANCE:**

President - Vyrle L. Hill, Pacific County Administrative Officer  
Secretary/Treasurer - Neva J. Corkrum, Franklin County Commissioner  
Clallam County - Marjorie Upham Rood, Dir of Personnel & Risk Management  
Cowlitz County - Frank Bishop, County Budget Director  
Rick Spangenberg, County Risk Manager  
Grays Harbor County - Rose Elway, Director, Department of Management Services  
San Juan County - Si Stephens, County Auditor  
Spokane County - Claude L. Cox, County Risk Manager

Executive Director - John Crawford  
Claims Manager - Alicia Johnson  
Training Coordinator - Jay Winter  
Administrative Assistant - Aileen Boren

Visitor - Mike Croke, Vice President, Willis Corroon of Seattle

**WELCOME:** The meeting was called to order at 8:07 a.m. by President Vyrle Hill who welcomed all in attendance. The agenda was approved as revised.

**APPROVAL OF COMMITTEE REPORT:** Si Stephens moved to accept the Report of the March Meeting of the Executive Committee. The motion was seconded by Marge Rood and approved.

**FINANCIAL REPORT AND VOUCHER APPROVAL:** Aileen Boren reported on finances, including cash, investments and fund balances. Frank Bishop moved to approve the financial report. The motion was seconded by Claude Cox and approved. Si Stephens moved to approve the vouchers. The motion was seconded by Frank Bishop and approved.

**REPORT OF PROPERTY INSURANCE COMMITTEE:** Property Insurance Committee Chair Claude Cox reported that the committee, composed of Marge Upham Rood and Rick Spangenberg, met on May 17th with broker Mike Croke, Frank Bishop and staff and developed the following recommendations: the program would be voluntary, separate claims funds would be collected, another meeting would be called inviting all interested parties, and a report would be made to the Board in July. Claude moved that the committee be allowed to proceed with the feasibility review and report to the Board. The

motion was seconded by Neva Corkrum and approved. Vyrle recommended that this be an agenda item for the October Board Meeting where the Board can decide whether to approve sponsorship of the voluntary program.

**PRIMA:** Frank Bishop and Claude Cox reported attending the PRIMA Annual Conference in Cincinnati.

**CLAIMS ADMINISTRATOR'S REPORT:** Alicia Johnson reported about open claims and lawsuits and answered questions.

**TRAINING COORDINATOR'S REPORT:** Jay Winter reported about the good attendance and reasonable costs of past training seminars.

#### **DISCUSSION AND ACTION:**

**Excess Insurance:** Mike Croke stated that he will be meeting with the excess underwriters in Los Angeles on Friday, June 24th. Mike was optimistic about the renewal and would keep us informed about the results. Mike said that he would like to get a medical malpractice quote from the excess insurers before the start of the new policy year.

**Budget:** The budget draft was reviewed and suggestions made to make certain items more clear. John Crawford proposed increasing the Claims Assistant to full-time and increasing the salary of the Training Coordinator. Neva Corkrum moved to recommend the increase in time of the Claims Assistant. The motion was seconded by Si Stephens and approved. Si Stephens moved to recommend the increase in salary of the Training Coordinator. The motion was seconded by Neva Corkrum and approved. Vyrle Hill appointed Neva Corkrum to Chair a Budget Committee, which includes Frank Bishop and Rose Elway, to work with staff to complete preparation of the budget for the July Board Meeting.

**Personnel Policy:** John Crawford recommended language changes in the Personnel Policy to implement the Board's approval and delegation of wording changes. Marge Rood moved to accept the changes to the Personnel Policy, but with further changes in Section G.(3) to comply with state law on overtime. The motion was seconded by Si Stephens and approved. Vyrle Hill appointed Marge to Chair a Personnel Committee, which includes Claude Cox and Jeff Watson, to work with staff to complete the wording changes by the July Meeting.

**Joint Self-Insurance Liability Policy:** John Crawford recommended language changes in the Joint Self-Insurance Liability Policy to implement the Board's approval and delegation of wording changes about "scope of employment." Claude Cox moved to accept the changes, but with the addition of the phrase "...and the Pool disagrees,..." at the appropriate places in both the Liability Policy and the Resolution form. The motion was seconded by Si Stephens and approved.

**Underwriting a New Member:** John Crawford recommended that the Executive Committee approve the membership of Adams County, effective as of September 1, 1993, with a one-month premium and new member review fee of \$9,866. Si Stephens moved to accept the recommendation and accept Adams County as a new member. The motion was seconded by Claude Cox and approved.

**AUTUMN BOARD WORKSHOP AND MEETING:** Because of county budgeting responsibilities in October, the suggestion was made to combine the Autumn Board Workshop and Meeting into a one-day, full-day meeting on Friday, October 22nd, consisting mainly of a planning workshop, but also having a business meeting. Board agenda items would include the Board's multi-year work plan, tort liability reform legislation, and decision on sponsorship of a voluntary property insurance program.

The meeting was adjourned at 11:18 a.m.

RESPECTFULLY SUBMITTED:

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Neva Corkrum, Secretary

APPROVED: \_\_\_\_/\_\_\_\_/\_\_\_\_

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Vyrle L. Hill, President

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