

WASHINGTON COUNTIES RISK POOL  
EXECUTIVE COMMITTEE

REPORT

Regular Meeting  
9:30 a.m., Friday, June 17, 1994  
Hyatt Regency Hotel, Bellevue

ATTENDANCE:

President -- Neva J. Corkrum, Franklin County Commissioner  
Secretary/Treasurer -- Frank A. Bishop, Cowlitz County Budget Director  
Benton County -- Steve M. Lowe, Deputy Prosecuting Attorney  
Grays Harbor County -- Rose Elway, Director, Department of Management Services  
Island County -- Mike Shelton, County Commissioner  
San Juan County -- Si Stephens, County Auditor  
Pacific County -- Vyrle L. Hill, County Administrative Officer

Executive Director -- John Crawford  
Claims Manager -- Alicia Johnson  
Training Coordinator -- Jay Winter  
Administrative Assistant -- Aileen Boren  
Insurance Broker -- Mike Croke, Vice President, Willis Corroon Corporation of Seattle

**WELCOME:** President Neva Corkrum called the meeting to order at 9:31 a.m., and welcomed all in attendance. Committee Member Marge Upham is absent because of a summary judgment hearing in a lawsuit. The agenda was approved as prepared, with a revised order of topics.

**NOMINATIONS:** Sitting as the nominating committee, it was moved and seconded to nominate Frank Bishop as President and Mike Shelton as Secretary/Treasurer for next year. The motions were approved unanimously. Neva Corkrum left the nominations open for the two expiring positions presently filled by herself and Si Stephens, with interested Directors and Alternates encouraged to contact herself and other Executive Committee members about the positions.

APPROVAL:

Vouchers. Aileen Boren reported on finances and the vouchers. Si Stephens moved to approve the vouchers. The motion was seconded by Rose Elway and approved.

Report of March Meeting. Frank Bishop moved to approve the report of the March 18th meeting of the Executive Committee. The motion was seconded by Si Stephens and approved.

## **PREPARATION FOR SUMMER BOARD MEETING:**

Office Lease. John Crawford reported about efforts of the Pool and WSAC in locating permanent office arrangements in Olympia, and recommended continuing the lease for one year with an option to renew for another year. Frank Bishop moved to continue the lease. The motion was seconded by Si Stephens and approved.

MBG Management Services, Inc. Jay Winter discussed the federal drug and alcohol testing mandate for CDL license holders with its January 1, 1995 implementation deadline for local governments with more than 50 CDL employees, and January 1, 1996 deadline for all other local governments, regardless of number. MBG Management Services, Inc., of Olympia has proposed a policy development and supervisor training program for Pool members. After discussion, Mike Shelton moved to recommend approval of the proposed MBG contract. The motion was seconded by Steve Lowe and approved.

Actuary Report. A preliminary draft of the actuary report was distributed and discussed.

Excess / Reinsurance. Mike Croke reported about the renewal process. Mike arranged meetings for John Crawford and Frank Bishop during the PRIMA conference last month with key excess and reinsurance underwriters. Mike also sent the underwriting information to the companies and has answered follow-up questions. He expects to receive quotes in early July, after the companies complete mid-year renewals with their existing clients.

Work Plan and Budget. John Crawford, Alicia Johnson and Jay Winter presented the work plan and budget for next year. Discussions centered on program maintenance costs, enhancements, and fund balances.

Premiums. Pro forma spreadsheets with different options were distributed and discussed. Since we are waiting for quotes from the excess and reinsurance companies, more complete information will be faxed to committee members the week of July 11th, and the committee will have a conference call to discuss the options.

## **REPORTS:**

Claims. Alicia Johnson reported on open claims and lawsuits, and distributed charts comparing claims payments by members within their deductible elections and by the Pool within its self-insured retention level.

Programs. Jay Winter gave a summary of recent and future training programs, including planning for the policy writing retreats.

PRIMA Annual Conference. Rose Elway reported about her attendance last month at the PRIMA Annual Conference and distributed copies of handout materials from courses she attended.

Member Counties. Neva Corkrum reported that Franklin County is now large enough for a separate coroner position, and has also changed the District Court Judge from part-time to full-time.

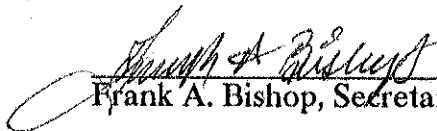
**OTHER BUSINESS:**

Future Meetings.


- \* Board Workshop/Summer Annual Meeting -- July 19-20, 1994, Cavanaugh's Inn at the Park, Spokane
- \* Executive Committee -- August 19th at 9:30 a.m., Red Lion Motor Inn, Pasco (Neva Corkrum invited Committee Members who travel on August 18th to dinner at her place.)

The meeting was adjourned at 1:01 p.m.

RESPECTFULLY SUBMITTED:

  
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Frank A. Bishop, Secretary

APPROVED: 8 / 19 / 94

  
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Neva J. Corkrum, President  
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