



## **All Board Meeting**

Via Telephone Conference

**451 Diamond Drive, Ephrata WA**

**10:00 a.m.; Wednesday, April 22, 2015**

### **MINUTES**

The Washington Rural Counties Insurance Program conducted their April 22, 2015, meeting as an all board conference call, in Ephrata, WA.

Chairman Stevens opened the meeting at 10:00 a.m.

#### **ITEM 1 – INTRODUCTION AND ROLL CALL**

Board members participating: Don Dashiell, Stevens County Commissioner; Richard Stevens, Grant County Commissioner; Nathan Davis, Ferry County Commissioner; Jim Jeffords, Asotin County Commissioner; Blair Brady, Wahkiakum County Commissioner; Michael Largent, Whitman County Commissioner; and Rex Johnston, Klickitat County Commissioner. Also participating from the Administration Office: Jenni Bates, Frank Andrus, Phil Riche, Mark Sherwood, Ellen Kosa, Jim Cherf, Eric Homer, Lance Hammond, and Bri Varney representing Clear Risk Solutions.

#### **ITEM 2 – ADDITIONS**

Additions to the agenda were called for; there were none.

#### **ITEM 3 – ELECTION OF OFFICERS**

After some discussion, motion Brady to keep the same officers for one more year. Chairman Richard Stevens, Vice Chairman Scott Hutsell, and Fiscal Officer Jim Jeffords; second by Johnston; motion carried.

#### **ITEM 4 - APPROVAL OF MINUTES**

The minutes were presented for January 21, 2015. Motion Brady to approve the minutes as presented; second Largent; motion carried.

#### **ITEM 5 - APPROVAL OF VOUCHERS**

Andrus gave an overview of the items listed on the Voucher Summary

Vouchers audited and certified by the auditing officer, as required by RCW 42.24.080, and those expense reimbursement claims certified, as required by RCW 42.24.090, have been recorded on a listing, which has been made available to the Board.

As of this date, April 22, 2015, the Board approves for payment those vouchers included in the above list and further described as follows: February fiscal committee approved voucher #14/15-03 in the amount of \$545,280.43 and March fiscal committee approved voucher #14/15-04 in the amount of \$381,170.52, along with April voucher #14/15-05 in the amount of \$196,320.66. Johnston to approve the above vouchers as presented; second Jeffords; motion carried.

**ITEM 6 – BANK STATEMENTS AND TRANSFER APPROVAL**

The current bank statements and transfers were brought before the Board. Motion Jeffords to approve the presented bank statements and transfers through February 2015; second Dashiell; motion carried.

The year-end financials ending 11/30/2014 were presented and discussed, along with the 3/31/2015 balance sheet and income statement, which included the April 2015 solvency test.

**ITEM 7 – ACTUARY COMMITMENT LETTER**

Cherf presented the commitment letter for Fallquist Actuaries, Inc. Motion Largent to direct Chairman Stevens to sign the letter above as presented on behalf of WRCIP; second Johnston; motion carried. An RFQ regarding the program’s actuarial services will be discussed in the fall.

**ITEM 8 – MARKETING REPORT**

Homer presented a detail marketing report. Several counties, rural in nature, have contacted WRCIP marketing personal for possible quotes. Additional marketing information will be presented as a follow up at the August board retreat.

**ITEM 9 –SAO AUDIT TIMELINES**

E. Kosa thought that the 2014 SAO audit will start sometime in May or June 2015.

**ITEM 10 – ANNUAL BOARD RETREAT PLANNING**

Bates asked the Board to consider a new August date for the annual board retreat, as there are board members who are not able to attend. The dates to consider would be August 24-26 instead of August 26-28, 2015. Please e-mail Bates if these new dates will work. The board retreat will be held in Colville, Washington, and be hosted by Lincoln County and Stevens County.


As a side note, Cherf asked if board members were interested in a new CLEAR coat to help us get the word out regarding the Canfield name change; please let Bates know.

**ITEM 11 – NEXT MEETING**

The next meeting of the board is scheduled for June 17, 2015. Motion Davis to adjourn; second by Brady. Meeting ended at 10:46 a.m.

Respectfully submitted,

  
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Jenni Bates

  
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Richard Stevens, Board Chair