



*For Washington Counties, By Washington Counties*

## **Board of Directors' Meeting 451 Diamond Drive, Ephrata WA**

**10:00 a.m.; Wednesday, June 22, 2016**

### **MINUTES**

The Washington Rural Counties Insurance Program conducted their June 22, 2016, Board of Directors meeting at the Clear Risk Solutions office, 451 Diamond Drive, Ephrata, Washington.

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

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

Board members participating: Don Dashiell, Stevens County Commissioner; Scott Hutsell, Lincoln County Commissioner; Richard Stevens, Grant County Commissioner; Blair Brady, Wahkiakum County Commissioner; and Jim Jeffords, Asotin County Commissioner. Also participating from the Administration Office: Jenni Bates, Eric Homer, Ellen Kosa, Rich Moore, Becca Rohrer, Lori Sieverkropp, Lisa Culbertson, Frank Andrus, Phil Riche, Lance Hammond, Angela Eloff, and Mark Sherwood representing Clear Risk Solutions.

#### **ITEM 2 – ADDITIONS**

Additions to the agenda were called for. There were none.

Motion Brady to approve the agenda as presented for today's meeting. Second by Jeffords; motion carried.

#### **ITEM 3 – APPROVAL OF MINUTES**

The minutes were presented for February 17, 2016. Motion Jeffords to approve the minutes as presented. Second Brady; motion carried.

#### **ITEM 4 - 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, June 22, 2016, the Board approves for payment those vouchers included in the list and further described as follows: Fiscal Committee approved March voucher #15-16-04 in the amount of \$517,728.80, April voucher #15/16-05 in the amount of \$142,709.24, May voucher #15/16-06 in the amount of \$166,592.94. Also to include the current reviewed voucher for June 2016 known as voucher #15/16-07 in the amount of \$ 249,693.91. Motion Jeffords to approve the above vouchers as presented. Second Hutsell; motion carried.

**ITEM 5 – BANK STATEMENTS AND TRANSFER APPROVAL**

E. Kosa presented the bank statements and transfers, to date. A motion by Dashiell to approve the bank statements and transfers as presented. Second by Brady; motion carried.

The Income Statement and Balance Sheet dated May 31, 2016, were presented and discussed in detail. A solvency test for the WRCIP was also presented and discussed.

**ITEM 6 – RENEWAL REPORT**

Homer, Turnbull, and Moore gave an updated pre-report on renewal negotiations since the last meeting in February. The two-year treaty offering could still be a consideration for the WRCIP Board. The hope is that there will be additional information to share with the Board in August and October. July will be a busy month for the application process.

**ITEM 7 – RISKMANAGEMENT REPORT**

In an earlier meeting, Moore mentioned that at each sit down meeting there will be a departmental report, or Board training. Hammond was the presenter for this meeting, and reported on updated information regarding road postings for trails and primitive roads, and how to recognize impaired employees. As additional information becomes available, the Risk Management department will continue to update the Board.

**ITEM 8 – SAO AUDIT**


Kosa went over the SAO Audit, to date, and announced the exit should be coming up in the near future. As far as we know, everything is on time and going well.

**ITEM 9 – NEXT MEETING**

The next meeting of the Board is scheduled for August 24, 2016, at 9:30 a.m. Motion Hutsell to adjourn at 11:30 p.m. Second by Jeffords; motion carried.

Respectfully submitted,

  
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Jenni Bates

  
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Richard Stevens, Chairman