



*For Washington Counties, By Washington Counties*

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

**10:00 a.m.; Friday, January 27, 2017**

### **MINUTES**

The Washington Rural Counties Insurance Program conducted their January 27, 2017 Board of Directors meeting via telephone conference at the Clear Risk Solutions office, 451 Diamond Drive, Ephrata, Washington.

Vice Chairman Hutsell called the meeting to order at 10:00 a.m.

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

Board members participating: Don Dashiell, Stevens County Commissioner; Blair Brady, Wahkiakum County Commissioner; Jim Jeffords, Asotin County Commissioner; Scott Hutsell, Lincoln County Commissioner and Michael Largent, Whitman County Commissioner. Also participating from the Administration Office: Jenni Bates, Ellen Kosa, Rich Moore, Frank Andrus, Brian Turnbull, Rhonda Ross, Phil Riche, and Angela Eloff representing Clear Risk Solutions.

#### **ITEM 2**

##### **ADDITIONS**

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

#### **ITEM 3**

##### **ELECTION OF OFFICERS**

Hutsell called for nominations for the offices of Chair, Vice Chair and Fiscal Officer. After some discussion, Largent made the motion to retain the same officers for 2017. Second by Brady, motion carried.

Chair: Richard Stevens

V. Chair: Scott Hutsell

Fiscal Chair: Jim Jeffords

#### **ITEM 4**

##### **APPROVAL OF MINUTES**

The minutes were presented for October 28, 2016. Motion Dashiell to approve the minutes as presented. Second Brady; 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, January 27, 2017 the Board approves for payment those vouchers included in the list and further described as follows: Fiscal Committee approved November voucher #15 /16-12 in the amount of \$530,727.14, Fiscal Committee approved December voucher # 16/17-01 in the amount of \$145,389.64,

and to include the current reviewed voucher for January 2017 known as #16/17-02 in the amount of \$ 740,567.17. Motion Dashiell to approve the above vouchers as presented. Second Brady; motion carried.

**ITEM 6**

**BANK STATEMENTS AND TRANSFER APPROVAL**

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

**ITEM 7**

**MARKETING REPORT:**

Turnbull and Ross went over several Counties that were interested in receiving additional information and requesting possible quotes regarding WRCIP membership. At a future Board meeting as things progress Ross will report back to update the Board.

**ITEM 8**

**PROPOSED BOARD POLICIES FIRST READING:**

Moore presented a draft policy for Public Records to the Board for consideration of a first reading. After some discussion a motion was made by Brady to approve the presented Public Records Policy for consideration. Second by Largent, motion carried.

A records retention policy will be the next policy presented in April for consideration of a first reading.

**ITEM 9**

**NEXT MEETING**

The next meeting of the Board is scheduled for April 26, 2017 at 10:00 a.m. in Ephrata. A motion was made by Brady to adjourn the meeting at 11:30 a.m., second by Jeffords; motion carried.

Respectfully submitted,

  
\_\_\_\_\_  
Jenni Bates

  
\_\_\_\_\_  
Scott Hutsell, V. Chairman