



**BOARD OF DIRECTORS' MEETING
451 Diamond Drive, Ephrata**

October 8, 2018 at 10:00 a.m.

MINUTES

The Cities Insurance Association of Washington (CIAW) Board of Directors conducted a Board of Directors' meeting on October 8, 2018, at 10:00 a.m. via telephone conference, 451 Diamond Drive, Ephrata, WA. Board members participating: Wes Crago, City of Ephrata; Tim Snead, City of Quincy; Laura Koenig, City of Sultan; Brian Asmus, City of Liberty Lake; Rosa Dekker, East Columbia Basin Irrigation District, Helen Harvey, City of Yakima, Randy Hinchliffe, City of Waitsburg, and Eron Berg, City of Sedro-Woolley. Also participating from the Administration Office: Jenni Bates, Becca Rohrer, Rachel Huffman, Frank Andres, Rich Moore, Phil Riche, Blair Kok, Ellen Kosa, Brian Turnbull, and Angela Eloff representing Clear Risk Solutions.

**ITEM 1
INTRODUCTIONS**

Roll call was taken at 10:00 a.m.

**ITEM 2
ADDITIONS**

Additions were called for; and there were none.

**ITEM 3
BOARD ELECTIONS UPDATE**

Bates opened the ballots and announced that Snead, Berg and Johnston were all elected to the Board by membership vote.

**ITEM 4
APPROVAL OF MINUTES**

The minutes of July 9, 2018, were presented. Motion Crago to approve the minutes as written. Second by Koenig; motion carried.

**ITEM 5
RESERVE ACCOUNT REPORT AND VOUCHER APPROVAL**

Andres gave an overview of the items listed on the voucher summaries. The vouchers presented have been 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, which have been recorded on a listing, made available to the CIAW Board of Directors.

As of this date, October 8, 2018, the CIAW Board of Directors approves for payment the presented vouchers and summaries that are further described as: CIAW August voucher #17/18-09 in the amount of \$950,162.25, the CIAW September voucher #17/18-10 in the amount of \$463,831.17, and CIAW October Voucher #17/18-11 in the amount of \$2,822,833.16. Motion Crago to approve the above referenced vouchers and summaries as presented. Second by Dekker; motion carried.

**ITEM 6
FINANCIAL REPORT**

E. Kosa went over the financial report dated August 31, 2018. All questions were answered.

E. Kosa presented the current bank statements and transfers. Motion by Koenig to approve the bank statements and transfers presented through current. Second by Crago, motion carried.

ITEM 7

2019-THIRD PARTY ADMINISTRATOR CONTRACT (TPA)

Moore went over the timelines and process going forward to start the RFQ process for the TPA and Brokerage agreements. A committee of Harvey, Snead and Dekker was formed to review the documents on behalf of the Board. Everything should be finalized at the Board Retreat late April.

ITEM 8

PRELIMINARY BUDGET AND RENEWAL REPORT:

Moore went over the projected 2019 draft budget. After some discussion on a stop loss police that was purchased in 2008. The Board could commute this policy to save some additional dollars in renewal. The policy was explained in detail.

Motion by Crago to give CRS the authority to commute the policy with Muniche Re at renewal if it makes sense to do so. Second by Koenig, motion carried.

There will be an additional meeting October 29, 2018 to pass the final budget.

The renewal committee reported (Crago, Snead and Koenig) on their review of the contract with CRS, and agrees with the draft budget.

ITEM 9

SCHOLARSHIP REQUESTS

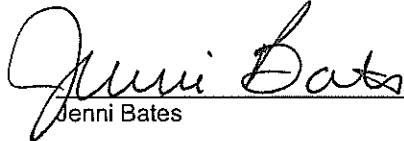
Koenig presented those members requesting scholarship funds. Motion by Koenig to award the City of Blaine a scholarship for \$750.00, Second by Berg, motion carried.

ITEM 10

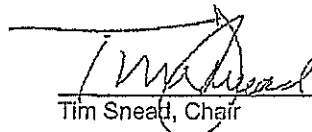
NEXT MEETING

The next meeting of the full Board will be held on October 29, 2019 at 10:00 a.m., Ephrata WA. A call-in option is always available as well.

Respectfully submitted,



Jenni Bates



Tim Snead, Chair