



BOARD OF DIRECTORS' MEETING
451 Diamond Drive, Ephrata
January 13, 2020

MINUTES

The Cities Insurance Association of Washington (CIAW) Board of Directors conducted a Board of Directors' meeting on January 13, 2020 at 10:00am at 451 Diamond Drive, Ephrata, WA. Board members participating: Wes Crago, City of Ephrata; Laura Koenig, City of Sultan; Jon Johnston, Malaga Irrigation District; Randy Hinchliffe, City of Waitsburg; Rosa Dekker, East Columbia Irrigation District, Brian Asmus, City of Liberty Lake, Gina Anderson, City of Woodland, and Eron Berg, City of Sedro-Woolley. Also participating from the Administration Office: Jenni Bates, Becca Rohrer, Rich Moore, Phil Riche, Rich McBride, Blair Kok, Brian Turnbull, Frank Andrus, Eric Homer, and Angela Eloff representing Clear Risk Solutions.

ITEM 1
INTRODUCTIONS

Roll call was taken at 10:00am

ITEM 2
ADDITIONS

Additions were called for; there were none.

ITEM 3
2020 BOARD OF DIRECTORS CHANGES

Moore went over the up-coming Board vacancies and CRS will reach out to those interested to fill the open Board positions. Two can be appointed and one has expired.

ITEM 4
ELECTION OF OFFICERS

Chair Koenig asked for nominations for 2020 Chair, Vice Chair and Fiscal officer. After some discussion a motion was made by Crago to elect Koenig as Chair, Berg as Vice Chair and Anderson as Fiscal Officer, second by Anderson, motion carried.

ITEM 5
APPROVAL OF MINUTES

The minutes of October 28, 2019 were presented. Motion Berg to approve the minutes as written. Second by Anderson. Motion carried.

ITEM 6
RESERVE ACCOUNT REPORT AND VOUCHER APPROVAL

Andrus 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 and made available to the CIAW Board of Directors.

As of this date, January 13, 2020 the CIAW Board of Directors approves for payment the presented vouchers and summaries that are further described as: CIAW November voucher #18/19-12 in the amount of \$1,111,390.23, the CIAW December voucher #19/20-01 in the amount of \$711,555.75 and January 2020 voucher # 19/20-02 in the amount of \$2,700,202.27.

Motion Anderson to approve the above referenced vouchers and summaries as presented. Second by Crago. Motion carried.

**ITEM 7
FINANCIAL REPORT**

E. Kosa did not present a financial report for this meeting. CRS was waiting for updated actuary reports. All questions were answered. Motion by Crago and second by Anderson to approve the bank statements and transfers presented. Motion carried.

**ITEM 8
RISK MANAGEMENT UPDATE:**

The 2019 regional trainings held were reviewed by staff. The 2020 scheduled or upcoming dates for regional trainings were discussed.

**ITEM 9
RENEWAL REPORT WITH NEW CARRIER**

Turnbull reported that Old Republic has been a good fit so far for the CIAW. Things seem to be running smoothly and they are happy to have the CIAW as their partner.

**ITEM 10
TIMELINE FOR PROFESSIONAL SERVICE AGREEMENTS**

The RFQ committee will continue to work on a proposal so that it can be advertised thru the bid process. The projected timeline would be to conclude the process by July 1.

The Board agreed that hiring an outside counsel for a contract review would be good business practice.

**ITEM 11
MEMBERSHIP NOTICE REQUIREMENTS DISCUSSION**

Riche led the discussion regarding the requirement in the membership agreement to give proper notice to vacate the program. Two cases brought before the Board were reviewed.

The Board also discussed the addition of the City of Wapato as a new member of the CIAW. Welcome Wapato!

**ITEM 12
UPCOMING WORKSHOP TOPICS FOR ANNUAL BOARD RETREAT**

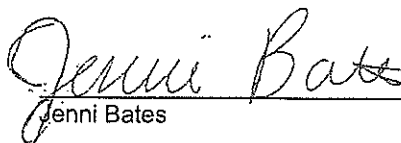
Moore discussed some topics for discussion at the upcoming CIAW Board retreat in April.

- History of a Claim
- Underwriting Overview
- Annual Risk Management Report

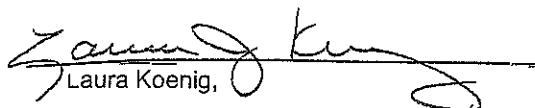
**ITEM 13
NEXT MEETING**

The next meeting of the full Board will be held in April 2020 at the Northern Quest Resort and Casino.

Respectfully submitted,



Jenni Bates



Laura Koenig,