



451 Diamond Drive | Ephrata, WA 98823

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

February 11, 2019, at 10:00 a.m.

MINUTES

The Cities Insurance Association of Washington (CIAW) Board of Directors conducted a Board of Directors' meeting on February 11, 2019 at 10:00 a.m. at 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; Jon Johnston, Malaga Irrigation District; Helen Harvey, City of Yakima; Randy Hinchliffe, City of Waitsburg; Gina Anderson, City of Woodland, and Eron Berg, City of Sedro-Woolley. Also participating from the Administration Office: Jenni Bates, Becca Rohrer, Dave Kosa, Rich Moore, Phil Riche, Rich McBride, Rhonda Ross, Blair Kok, Ellen Kosa, Frank Andrus, 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; there were none.

**ITEM 3
ELECTION OF OFFICERS**

Snead led the discussion regarding the election of officers. After some discussion, Snead nominated Koenig for Chair; Second by Crago. Motion carried. Motion by Harvey to elect Berg as Vice Chair; Second by Anderson. Motion carried. Motion by Berg to elect Crago for Fiscal Officer; Second by Asmus. Motion carried.

2019 Officers:

Chair – Laura Koenig
Vice Chair – Eron Berg
Fiscal Officer – Wes Crago

**ITEM 4
APPROVAL OF MINUTES**

The minutes of October 8, and October 29, 2018, were presented. Motion Crago to approve the minutes as written. Second by Anderson. Motion carried.

**ITEM 5
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, February 11, 2019, the CIAW Board of Directors approves for payment the presented vouchers and summaries that are further described as: CIAW November voucher #17/18-12 in the amount of \$1,272,208.89, the CIAW December voucher #18/19-01 in the amount of \$484,592.74, and CIAW January voucher #18/19-02 in the amount of \$3,459,124.40, also to include the February Voucher # 18/19-03 in the amount of \$8,978,607.40. Motion Crago to approve the above referenced vouchers and summaries as presented. Second by Anderson. Motion carried.

**ITEM 6
FINANCIAL REPORT**

E. Kosa went over the financial report dated November 30, 2018. All questions were answered. The solvency test for the primary and secondary assets were presented and indicated the CIAW passed both tests.

**ITEM 7
THIRD PARTY ADMINISTRATORS CONTRACT (TPA) UPDATE**

Moore presented a timeline to the Board for the RFQ needed to advertise and proceed with the Third Party Administrators contract. A committee was formed consisting of Harvey, Koenig, and Dekker. Motion by Berg to let the committee do their work and see if the timeline suggested follows the work that is needed to produce these documents. Second by Hinchliffe. Motion carried.

**ITEM 8
SUPPORT FOR WSAMA DISCUSSION**

Phil presented information regarding a \$1,500.00 donation to WSAMA. Motion by Berg to support and donate the \$1,500.00 to WSAMA as discussed. Second by Crago. Motion carried.

**ITEM 9
CLAIMS DEVELOPMENT**

Riche went over some recent claims development and went into detail regarding new Washington State Laws that were passed. All questions were answered.

**ITEM 10
SCHOLARSHIP COMMITTEE REPORT**

Koenig presented two members for consideration. After some discussion, motion by Harvey to approve the City of Fircrest for \$750.00. Second by Berg, motion carried.

**ITEM 11
MARKET REPORT/2019 PLANNING**

Riche presented a list of possible new members that are getting quotes; four (4) Cities, several Special Districts and several Fire Districts. As the quoting process moves along, Riche will keep the Board notified.

The 2018-2019 end of the year final renewal summary was also included in the meeting packet and available for discussion.

**ITEM 12
NEXT MEETING**

The next meeting of the full Board will be held on May 15, 2019, at 9:00 a.m. at the City of Quincy. A call-in option is always available as well.

Respectfully submitted,



Jenni Bates



Laura Koenig,