



BOARD OF DIRECTORS' MEETING
October 12, 2020 – 10am
Via Zoom

MINUTES

The Cities Insurance Association of Washington (CIAW) Board of Directors conducted a Board of Directors' meeting on October 12, 2020, at 10:00 a.m. via Zoom. Board members participating: Laura Koenig, City of Sultan; Randy Hinchliffe, City of Waitsburg; Rosa Dekker, East Columbia Irrigation District; Mike Warren, City of Ephrata; Doug Merriman, City of Sedro Woolley; Holly Pannell, City of Colville; Jon Johnston, Malaga Water District, and Gina Anderson, City of Woodland. Also participating from the Administration Office: Jenni Bates, Becca Kirsch, Rich Moore, Phil Riche, Rich McBride, Blair Kok, Brian Turnbull, Frank Andrus, Ellen Kosa, Mark Sherwood, Dave Kosa, Rachel Huffman, Stacy Lyon, and Angela Eloff representing Clear Risk Solutions. Also in attendance: Shane Heston from Trask Insurance, and Kris Lawrence, Propel Insurance.

ITEM 1
INTRODUCTIONS

Roll call was taken at 10am

ITEM 2
ADDITIONS

Additions were called for; there were none.

ITEM 3
ELECTION RESULTS

Bates went over the election results for 2021. Hinchliffe was re-elected by the membership; Pannell was elected by the membership.

ITEM 4
APPOINTMENT OF VICE CHAIR

Nominations were called to appoint for Vice Chair to replace Brian Asmus. After some discussion, Motion by Koenig to appoint Hinchliffe as Vice Chair, second by Dekker, motion carried.

Moore went over the two vacancies in Area 2. One position can be appointed by the Board of Directors, and the other will need to run a mid-term election.

ITEM 5
APPROVAL OF MINUTES

The minutes of June 8, 2020 were presented. Motion Hinchliffe 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, October 12, 2020, the CIAW Board of Directors approves for payment the presented vouchers and summaries further described as: CIAW July voucher #19/20-08 in the amount of \$444,784.00, CIAW August voucher #19/20-09 in the amount of \$396,792.33, CIAW September voucher # 19/20-10 in the amount of \$698,126.31, and current CIAW voucher for October #19/20-11 in the amount of \$797,578.71. Motion by Anderson, second by Dekker. Motion carried.

**ITEM 7
FINANCIAL REPORT**

E. Kosa went over the financials ending August 31, 2020. All questions were answered. Motion by Anderson and second by Dekker to approve the bank statements and transfers presented. Motion carried. The CIAW Risk Pool Solvency test was also presented to those present.

**ITEM 8
LOBBYIST REPORT**

Moore reported Alex Hur, CIAW Lobbyist, will speak at a future meeting. He will continue to work on areas of limited liability issues and qualified immunities.

**ITEM 9
BUDGET DISCUSSION AND RENEWAL**

Moore went over the 2021 proposed budgets and renewal timelines. One option is for expiring terms only, and the other option increases the pool SIR (Self Insurance Retention) to \$100,000.00 for all areas of coverage. The stop loss would also increase under this proposed budget option from Old Republic. Both budget options anticipate an 8% increase to the membership. The draft annual renewal report was also presented. A final renewal report will be presented when all the final coverages have been placed and completed. Motion by Anderson to adopt the budget option with the increase in SIR and Stop Loss presented by Old Republic for the 2021 Policy year. Second by Dekker, motion carried.

Motion by Dekker to approve the draft renewal report for 2021. Second by Hinchliffe, motion carried. The final renewal report will be presented for approval at the next All Board meeting.

**ITEM 10
FORMER MEMBER REPORT REGARDING CLAIMS RUN OFF.**

Riche went over those members that had left the CIAW last renewal and he reported on their run-off history to date so the Board would have follow-up information. As of this date, there are still 75 open claims.

**ITEM 11
THIRD PARTY AGREEMENT WITH CRS UPDATE**

The RFQ process and timelines were followed, after the recent approval from the Board of Directors, Chair Koenig has signed the TPA agreement with Clear Risk Solutions on behalf of the CIAW Board. This would complete the process for another 5 years.

**ITEM 12
MEMBER ASSISTANCE/SCHOLARSHIP REPORT**

Chair Koenig presented those CIAW members asking for scholarship help thru the CIAW Member Assistance program. There were two presented today, both requests were approved. Motion by Merriman to approve \$750.00 to the City of East Wenatchee, and \$648.00 to the City of Reardan, second by Anderson, motion carried.

ITEM 13
RISK MANAGEMENT REPORT

Reports were given on the following items:

- Simulator update
- Upcoming IT Training
- Upcoming Cyber Security Training
- ADA Training
- Emotional Intelligence Training


ITEM 14
MEMBER RETENTION:

Riche updated the Board regarding those CIAW members that have given notice per the deadline. However, he is working with those accounts to answer their questions and concerns. He will report back to the Board at a future Board meeting.

ITEM 15
NEXT MEETING

The next meeting of the full Board will be held February 8, 2021, at 10 am via Zoom.

Respectfully submitted,



Jenni Bates



Laura Koenig,