



**BOARD OF DIRECTORS' MEETING**  
**February 8, 2021– 10am**  
**Via Zoom**

**MINUTES**

The Cities Insurance Association of Washington (CIAW) Board of Directors conducted a Board of Directors' meeting on February 8, 2021, 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, Pat Haley, City of Quincy 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.

**ITEM 1**

**INTRODUCTIONS:**

Roll call was taken at 10am

**ITEM 2**

**ADDITIONS:**

Additions were called for; there were none.

**ITEM 3**

**AGENDA FORMAT CHANGE:**

Crago and Koenig introduced a new agenda platform using a consent agenda format. After some discussion the board agreed to try the new format today, and at future meetings.

**ITEM 4**

**CONSENT AGENDA:**

The following items were discussed under the consent agenda, approval of the October 12, 2020 minutes, approval of the Claims vouchers & Reserve account for November and December 2020, January and February 2021. The bank statements and transfers dated September, October and November 2020. Also, to include the income statement and balance sheet and solvency report dated November 30, 2020. Motion by Anderson to approve the consent agenda as presented, second by Warren, motion carried.

**ITEM 5**

**ITEMS FOR BOARD CONSIDERATION:**

- Appointment to the open Board position in Area 2. After some discussion, motion by Anderson to appoint Pat Haley from the City of Quincy to the Area 2 position, second by Warren, motion carried.
- Approval of the Annual Renewal Report, motion by Hinchliffe to approve the Annual Renewal Report as presented in writing (see attached), second by Anderson, motion carried.
- Cyber-Security Coverage Discussion. Crago led the discussion on possible changes to the Cyber-Security Coverage that is currently in place. (Carrier, Market and future coverages). All questions were answered.
- Schedule for Risk Pooling 101 and 2021 Board Retreat. Bates talked about the upcoming dates for the Risk Pool Board trainings, she also calendared a few possible dates for an upcoming Board Retreat in Spokane. It will all depend on what transpires with COVID 19 restrictions. The Board trainings will be done via Zoom.

**ITEM 6**

**STAFF REPORTS:**

Information was discussed regarding the following topics. All questions were answered.

- Finance – Ellen
- Claims– Dave K
- Underwriting and Marketing – Rachel/Phil
- Risk Management – Blair/Lane
- Membership and Renewal – Frank

**ITEM 7**

**EXECUTIVE REPORT:**

Crago gave an executive report on the following items: All questions were answered.

- Cybercrime Training
- Cybercrime Incidents

**ITEM 8**

**NEXT MEETING**

The next meeting of the full Board will be June 14, 2021, at 10 am via Zoom.

Respectfully submitted,

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

  
\_\_\_\_\_  
Laura Koenig, Chair