



Board of Directors' Meeting MINUTES January 10, 2022 – 10:00 A.M.

The Cities Insurance Association of Washington (CIAW) Board of Directors conducted a regular meeting via Zoom on January 10, 2022 at 10:09 a.m.

ITEM 1: INTRODUCTION & ROLL CALL

<u>Board Member Name:</u>	<u>Representation Member Entity:</u>	<u>Board Position:</u>	<u>Attendance:</u>
Randy Hinchliffe	City of Waitsburg	Chair	Present
Gina Anderson	City of Woodland	Vice Chair	Absent
Jon Johnston	Malaga Water District		Present
Holly Pannell	City of Colville		Present
Mike Warren	City of Ephrata		Present
Rosa Dekker	East Columbia Irrigation District		Absent
Pat Haley	City of Quincy		Absent

Clear Risk Solutions:

Wes Crago	Blair Kok
Jessika Tempel	Patti Ferguson
Jenni Bates	Jenny Gunderson
Dave Kosa	Stacy Lyon
Rachel Huffman	Becca Kirsch
Ellen Kosa	Rick Templeton
Angela Eloff	Frank Andrus
Byron Riche	

Guests:

Randy Fehr
Cathleen Koch
Shane Heston

Chair Hinchliffe welcomed all in attendance and noted that a quorum was present.

ITEM 2: EXECUTIVE/CLOSED SESSION

None.

ITEM 3: ADDITIONS

Additions were called for; there were none.

ITEM 4: CONSENT AGENDA

The Consent Agenda items were reviewed by all board members. Hinchliffe called for a motion on all consent items. Warren moved to approve the Consent Agenda as presented and seconded by Pannell. With all in favor and none opposed, the motion carried.

The Consent Agenda consisted of the following:

- i. Approval of the October 21, 2021 Minutes
- ii. Approval of the Claims Voucher & Reserve Summary for November – December 2021 & January 2022

ITEM 5: PUBLIC HEARING & INPUT

- i. None.

ITEM 6: BOARD RESOLUTIONS

- i. None.

ITEM 7: ITEMS FOR BOARD CONSIDERATION

- i. Approval of Underwriting Renewal Report for 2021-2022 – Huffman discusses the Renewal Report changes to the Board. Hinchliffe called for a motion for approval of Final Underwriting Renewal Report for 2021-2022. Johnston moved to approve the Underwriting Renewal Report as presented and seconded by Warren. With all in favor and none opposed, the motion carried.
- ii. Request to Leave Program Immediately from Dallesport Water District – Crago discussed with the Board the request from Dallesport Water District. No action was taken.
- iii. Appointment of Chief Randy Fehr to Open Board Position in Area 1, position 3 vacated by Laura Koenig. – Crago called for a motion for appointment of Chief Randy Fehr to Open Board Position. Hinchliffe moved to approve the appointment of Chief Randy Fehr and seconded by Johnston. With all in favor and none opposed, the motion carried.
- iv. Appointment of Administrator Cathleen Cook – Crago reported that we will have to run an election this year for the Board open position because it expired (Area 2 – position 4).
- v. Resignation of Doug Merriman from CIAW Board – Crago reported that Doug Merriman has resigned from CIAW Board and there will be an opening on the west side of the State.

ITEM 8: STAFF REPORTS

The following items were discussed:

- i. Underwriting
- ii. Marketing
- iii. Pre-Litigation Program
- iv. Claims
- v. Risk Management
- vi. Membership & Retention
- vii. 2021-22 Year-End Financial Report

ITEM 9: EXECUTIVE REPORT

- i. Administrator Report – Andrus, Templeton and Crago gave gratitude to the Board and looking forward to this next year.


ITEM 10: UPCOMING MEETINGS

- i. February 7, 2022 – Fiscal Meeting via Zoom
- ii. March 7, 2022 – Fiscal Meeting via Zoom
- iii. April 4, 2022 – Board Meeting via Zoom

MEETING ADJOURNED

There being no further business, the meeting was adjourned at 10:51 a.m.

Respectfully submitted,



Jessika Tempel



Randy Hinchcliffe, Chair