



## Board of Directors Meeting MINUTES April 18, 2023 – 10:00 A.M.

The Cities Insurance Association of Washington (CIAW) Board of Directors conducted a regular meeting on April 18, 2023, at 10:00 a.m. via Zoom.

### 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	Absent
Gina Anderson	City of Woodland	Vice Chair	Present
Jon Johnston	Malaga Water District		Present
Holly Pannell	City of Colville		Present
Rosa Dekker	East Columbia Irrigation District		Present
Pat Haley	City of Quincy		Present
Chief Randy Fehr	Enumclaw Fire Department		Present
Cathleen Koch	City of Connell		Present

#### Clear Risk Solutions:

Wes Crago	Blair Kok
Jessika Tempel	Frank Andrus
Angela Eloff	Steve Whetstone
Byron Riche	Stacy Lyons
Becca Kirsch	Ellen Kosa
Rick Templeton	Jenny Gunderson
Mark Sherwood	Dave Kosa
Patti Ferguson	Claire Hanberg
Brian Turnbull	Zac Berryman

#### Guests:

Abby Gribi – City of Newport  
Chief Matthew Morris – Retired from Puget Sound Regional Fire Authority

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

### ITEM 2: EXECUTIVE/CLOSED SESSION

- i. None.

### ITEM 3: CHANGES TO PUBLISHED AGENDA

- i. Crago added under the consent agenda item IV: Approval of Scholarship Applications (City of Ephrata, City of East Wenatchee). Dekker approved the amended agenda to add this line item and seconded by Anderson. With all in favor and none opposed, the motion carried.

### ITEM 4: CONSENT AGENDA

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

The Consent Agenda consisted of the following:

- i. Approval of the January 10, 2023, Minutes
- ii. Approval of the Claims Voucher for February 2023, March 2023, and April 2023
- iii. Approval of Financial Reports
- iv. Approval of Scholarship Applications (City of Ephrata, City of East Wenatchee)

**ITEM 5: PUBLIC HEARING & INPUT**

- i. None.

**ITEM 6: BOARD RESOLUTIONS**

- i. None

**ITEM 7: ITEMS FOR BOARD CONSIDERATION**

- i. Board Members Standing for Election
  - a. Tempel discussed with the Board and staff the open positions for 2023 CIAW Elections and discussed how there will be communications going out for this and discussed the timeline. There were no questions, and no action was taken.
- ii. Appointments to the Board
  - a. Crago discussed how staff is still meeting with new members, but no appointments yet. Also, Chief Matthew Morris has retired, and this opens another vacancy board spot. Staff will continue to meet and work on getting a couple of appointments to the Board. There were no questions, and no action was taken.

**ITEM 8: STAFF REPORTS**

The following items were discussed, and updates were given regarding the following topics. All questions were answered, and no action was taken.

- i. Underwriting
- ii. Marketing
- iii. Pre-Litigation Program
- iv. Claims
- v. Membership & Retention
- vi. Financial
- vii. Risk Management & Zywave
- viii. Communications

**ITEM 9: EXECUTIVE REPORT**

- i. Administrator Report – Templeton, Andrus, and Crago thanked the board and staff for their service with work on behalf of CIAW. He also gave an update on how the staff is working on reports for claims trending by year and hoping to get a next level look to see how future years will perform. Crago gave a quick update that staff is already meeting with carriers and plan to meet again in June. He hopes to have a rough idea of what renewal will look like at the July Board meeting.

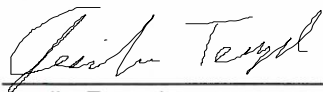
**ITEM 10: UPCOMING MEETINGS**

- i. May 15, 2023 – Fiscal Meeting via Zoom
- ii. June 12, 2023 – Fiscal Meeting via Zoom
- iii. July 18, 2023 – Full Board of Directors Meeting via Zoom

**MEETING ADJOURNED**

There being no further business, the meeting was adjourned at 10:42 a.m.

Respectfully submitted,

  
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Jessica Tempel

  
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Gina Anderson, Vice Chair