



BOARD OF DIRECTORS' MEETING
June 14, 2021 – 10 AM
Via Zoom

MINUTES

The Cities Insurance Association of Washington (CIAW) Board of Directors conducted a Board of Directors' meeting on June 14, 2021, at 10:00 AM. via Zoom. Board members participating Laura Koenig (retired), City of Sultan, Randy Hinchliffe, City of Waitsburg; Mike Warren, City of Ephrata; Doug Merriman, City of Sedro Woolley; Pat Haley, City of Quincy and Gina Anderson, City of Woodland. Also participating from the Administration Office: Wes Crago, Jenni Bates, Becca Kirsch, Phil Riche, Rich McBride, Blair Kok, Frank Andrus, Ellen Kosa, Mark Sherwood, Dave Kosa, Byron Riche, Jenny Gunderson, Rachel Huffman, Stacy Lyon, Patti Ferguson, Rick Templeton, and Angela Eloff representing Clear Risk Solutions. Attorney Jen Homer from Concilium, PLLC, as well as several Brokers and Members of the CIAW.

ITEM 1

INTRODUCTIONS:

Roll call was taken at 10am

ITEM 2

EXECUTIVE SESSION

An Executive Session under Potential Litigation (RCW 42.30.110) was called for at 10:09 AM, for 30 minutes by Crago. The meeting was called back to order at 10:15 AM with no action or discussion.

ITEM 3

ADDITIONS:

Additions were called for; there were none.

ITEM 4

CONSENT AGENDA:

The following items were discussed under the consent agenda: Approval of the February 8, 2021, minutes, approval of the Claims vouchers & Reserve account for March-June 2021, and the bank statements and transfers dated December 2020, January-March 2021. Also, to include the income statement and balance sheet and solvency report dated April 30, 2021. Motion by Anderson to approve the consent agenda as presented, second by Hinchliffe, motion carried.

ITEM 5

ITEMS FOR BOARD CONSIDERATION:

- Retirement of Laura Koenig, City of Sultan, long time Board member, and member of the CIAW. Those present spoke of Laura's tenure, and thanked her for many years of service.
- Approval of Interim Board Chairman. Motion by Warren to nominate and approve Randy Hinchliffe to step in as Board Chair of the CIAW. Second by Anderson, motion carried.
- Fiscal Officer: With that new appointment, there will be need for a fiscal officer. Motion by Anderson to appoint Mike Warren as fiscal officer, second by Haley, motion carried.
- City of Prosser Fire: Mayor Randy Taylor, City of Prosser, gave the Board, and those present, an update on the City's recent fire. He thanked CIAW and CRS for their quick response to their needs.

ITEM 6

STAFF REPORTS:

Information was discussed, and updates were given regarding the following topics. All questions were answered.

- Finance – Ellen
- Claims– Dave K
- Underwriting and Marketing – Rachel
- Pre-Litigation – Jenny G
- Risk Management – Blair
- Membership and Renewal – Phil

ITEM 7

EXECUTIVE REPORT:

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


- 2021 Audit by SAO (Audit went well as there were no findings or recommendations)
- Board of Directors Elections will conclude in September 2021
- Wes led a discussion on renewal and insurance market updates
- Clear Risk reopening plan was discussed.

ITEM 8

NEXT MEETING

The next meeting of the full Board will be September 27-29, 2021, for the annual board retreat in Airway Heights, WA.

Respectfully submitted,



Jenni Bates



Laura Koenig, Chair