



**BOARD OF DIRECTORS' MEETING**  
**October 21, 2021 – 10 AM**  
**Via Zoom**

**MINUTES**

The Cities Insurance Association of Washington (CIAW) Board of Directors conducted a Board of Directors' meeting on October 21, 2021, at 10:00 AM. via Zoom. Board members participating Randy Hinchliffe, City of Waitsburg; Mike Warren, City of Ephrata; Doug Merriman, City of Sedro Woolley; Pat Haley, City of Quincy, Jon Johnston, Malaga Water District, Rosa Decker, East Columbia Irrigation District and Holly Pannell, City of Colville. Also participating from the Administration Office: Wes Crago, Phil Riche, Blair Kok, Frank Andrus, Mark Sherwood, Rachel Huffman, Brian Turnbull, Stacy Lyon, and Angela Eloff representing Clear Risk Solutions.

**ITEM 1**  
**INTRODUCTIONS:**  
Roll call was taken

**ITEM 2**  
**ADDITIONS:**  
Additions were called for; there were none.

**ITEM 3**  
**CONSENT AGENDA:**  
The following items were discussed under the consent agenda: Approval of the September 29, 2021, minutes, approval of the Claims voucher & reserve summary for October 2021. Motion by Pannell to approve the consent agenda as presented, second by Warren, motion carried.

**ITEM 4**  
**2022 UNDERWRITING RENEWAL REPORT & FINAL BUDGET**

The following items were discussed in detail per a written report:

- Program Expiration and Renewal Date
- Excess Marketing Efforts
- Coverage Changes
- Recommended Coverage options such as SIR (Self Insured Retention)
- Board Miscellaneous Professional Errors and Omissions Liability
- Cyber Insurance
- Terrorism Risk Insurance Program (TRIPRA). Recommendation is to forego Coverage for 2021-22.
- Uninsured Motorist/Underinsured Motorist (UIM) Coverage
- Excess & Surplus lines Taxes
- Authority to Bind Excess Coverage
- Approval of Renewal Proposal

Other items attached are:

- Brown and Brown Disclosure statement
- Self-Insurance Fund (Notice of Acknowledgement of Assessable and Financial condition.)
- Insurance coverage Review
- Professional Service Agreement
- Chart of Coverage

Motion by Decker and Second by Merriman to adopt the presented Underwriting Renewal report 2022 as written. Motion Carries (6-0 approved).

**ITEM 5**

**2022 PROPOSED FINAL BUDGET**


Crago presented the 2022 proposed final budget in detail. After all questions were answered, a motion to approve the 2022 budget was made by Merriman with a second by Pannell. Motion carries (6-0- Approved)

**ITEM 6**

**NEXT MEETING**

The next meeting of the full Board will be January 10, 2022 at 10:00 a.m. VIA Zoom

Respectfully submitted,

  
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Wes Crago

  
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Randy Hinchcliffe, Chair