



Board of Directors Meeting MINUTES April 29, 2025 – 10:00 A.M.

The Cities Insurance Association of Washington (CIAW) Board of Directors conducted a regular meeting on April 29, 2025, at 10:01 a.m. via Zoom.

EXECUTIVE/CLOSED SESSION

- i. None.

ITEM 1: INTRODUCTION & ROLL CALL

<u>Board Member Name:</u>	<u>Board Member Entity:</u>	<u>Board Position:</u>	<u>Attendance:</u>
Randy Hinchliffe	City of Waitsburg	Chair	Present
Jon Johnston	Malaga Water District	Vice Chair	Present
Holly Pannell	City of Colville		Present
Rosa Dekker	East Columbia Irrigation District		Present
Pat Haley	City of Quincy		Present
Chief Ben Hayman	Enumclaw Fire Department		Present
Cathleen Koch	City of Connell		Present
Josh DeLay	City of East Wenatchee	Fiscal Officer	Absent
Chief Brian Carson	Puget Sound Regional Fire Authority		Present

Clear Risk Solutions:

Wes Crago	Becca Kirsch
Jessika Tempel	Steve Whetstone
Angela Eloff	Stacy Lyon
Patti Ferguson	Jenny Gunderson
Claire Hanberg	Rebecca Joslin
Rachel Huffman	Lisa Holterhoff
Frank Andrus	Mary Mirante Bartolo
Dave Kosa	Rick Templeton
Michael Johnson	Pete Wyatt
Brain Turnbull	Zac Berryman

Guests:

Stuart Dezember, Kennewick Irrigation District

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

ITEM 2: CHANGES TO PUBLISHED AGENDA

- i. None.

ITEM 3: CONSENT AGENDA

The Consent Agenda items were reviewed by all board members. Hinchliffe called for a motion on all consent items with scholarship applications approved up to \$1,000. Koch abstained her vote. Dekker moved to approve the Consent Agenda as presented and seconded by Johnston. With all in favor and none opposed, the motion carried.

The Consent Agenda consisted of the following:

- i. Approval of Minutes (January 22, 2025)

- ii. Approval of the Claims Voucher (February 2025, March 2025, April 2025)
- iii. Approval of Scholarship Applications (Town of LaCrosse, City of Entiat, North Whatcom Fire & Rescue, City of Connell, City of Napavine)
- iv. Approval of Financials

ITEM 4: PUBLIC HEARING & INPUT

- i. None.

ITEM 5: BOARD RESOLUTIONS

- i. None

ITEM 6: ITEMS FOR BOARD CONSIDERATION

- i. Board Members Standing for Election
 - a. Tempel discussed how it's election time again. She discussed that the board members up for elections this year are Josh DeLay, Chief Ben Hayman, and a vacant position, which was Gina Anderson's position before she resigned. Tempel noted that staff will be emailing the board members that are up for elections after the meeting to make sure they want to run for another term. Communications will be going out to all CIAW members regarding the elections in June with ballots going out in July. Staff will present the results of the elections at the September board meeting. There were no additional questions or concerns, and no motion was needed.
- ii. Retreat Discussion
 - a. Tempel discussed upcoming September board meeting/retreat and how it will be held in Spokane, Washington at Davenport Hotel. She noted that there will be more information as it gets close to the retreat, but it will look the same as years past with timing. There were no questions and no motion was needed.
- iii. MRSC Rosters Program
 - a. Tempel discussed the MRSC Rosters Program and how this was a discussion item back at the January Full Board meeting. She confirmed the amount per Fire District is \$200 to be able to access the MRS Rosters Program with a total of \$6,200 annually. She discussed how staff believes this is a valuable resource for fire districts to be able to have access to and how staff would be looking at having a virtual webinar with MRSC on how the Rosters Program works for all fire districts at the end of the month with the board's approval. With no questions, Hinchliffe called for a motion to approve MRSC Rosters Program for Fire Districts. Carson moved to approve as presented and seconded by Johnston. With all in favor and none opposed, the motion carried.
- iv. PSA Update
 - a. Crago discussed with the Board of Directors, staff, and guest that it's a state law and good common business practice for the board to go out for TPA/PSA. He discussed the process and how there is a board committee that will review all submissions and then that committee will make a recommendation to the full board at the next meeting. He answered questions and reminded everyone that this is the board's process and RFQ not CRS. With no questions or concerns from the Board, Hinchliffe called for a motion to direct staff to go out to RFQ for advertisement on the board behalf. Dekker moved to approve as presented and seconded by Koch. With all in favor and none opposed, the motion carried.

ITEM 7: 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 8: EXECUTIVE REPORT

- i. Administrator Report
 - a. Turnbull, Templeton, and Crago discussed how staff have been busy meeting with carriers last week and will continue to meet with carriers in the next couple of months, but things are trending well and want to keep that up. Templeton, Andrus, and Crago thanked the board and their staff for all the work they are doing and appreciate the partnership. Templeton also discussed for the financials on year end, those are draft right now but looks like a good 2024 and equity is building so it's in a good place. Crago discussed staff will be getting a forecast to the board out in the next couple of months and how staff is working on law enforcement analytics with a couple partners, so there will be more to come on that at the next board meeting.

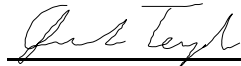
ITEM 8: UPCOMING MEETINGS

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| i. Fiscal Meeting: | Tuesday May 20, 2025, via Zoom at 9:00 A.M. |
| ii. Fiscal Meeting: | Tuesday June 17, 2025, via Zoom at 9:00 A.M. |
| iii. Board Meeting: | Tuesday July 22, 2025, via Zoom at 10:00 A.M. |

MEETING ADJOURNED

There being no further business, the meeting was adjourned at 10:47 a.m.

Respectfully submitted,



Jessika Tempel



Randy Hinchliffe, Chair

July 25 10:46:25 AM PDT